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SAN FRANCISCO
BOARD OF SUPERVISORS

GOVERNMENTAL OPERATIONS COMMITTEE

This Committee issued a "Calendar" for each meeting, which constituted the Agenda for the meeting. The Calendar had a blank line at the end of each agenda item for "Action".

The decisions taken at the meeting on each Calendar item were entered on the "Action" lines of the Calendar. The Calendar was then referred to as the "Action Calendar" or "Marked Calendar", and constituted the Minutes for the meeting.

Note that the Agendas and the Minutes are both captioned "Calendar". They differ in that the Minutes describe the action taken on each Calendar item.

This volume includes the available Minutes of this Committee's meetings. The Agenda is included only if the Minutes are missing.

Beginning in May 1989, the Budget Analyst prepared memoranda for many of this Committee's meetings. The memo for each meeting is inserted in this volume *in front of* the Minutes for that meeting. If the Minutes of a meeting are missing, the Budget Analyst memo is inserted *following* the Agenda for that meeting.

SF
BOARD of SUPERVISORS



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San Francisco 94102
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December 20, 1989

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[Calendar]

NOTICE OF RESCHEDULED MEETING

GOVERNMENTAL OPERATIONS COMMITTEE

NOTICE IS HEREBY GIVEN that due to the New Year's Day holiday, the regularly scheduled meeting of the Governmental Operations Committee for Monday, January 1, 1990, at 10:00 a.m., has been rescheduled to Tuesday, January 2, 1990, at 10:00 a.m., in Room 228, City Hall.

A handwritten signature in cursive script, appearing to read "John L. Taylor".
John L. Taylor
Clerk of the Board

POSTED: DECEMBER 20, 1989

CITY AND COUNTY



OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 MARKET STREET, SUITE 1025

SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-7642

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December 28, 1989

TO: Governmental Operations Committee
FROM: Budget Analyst
SUBJECT: January 2, 1989 Governmental Operations Committee Meeting

Item 1 - File 165-89-3

Note: This item was continued from the December 18, 1989 Governmental Operations Committee meeting.

1. This is a hearing to consider updating the Budget Analyst's September 1, 1989 Report on City Leases (Report).
2. The Report, which was previously submitted to the Board of Supervisors, was compiled using lease information provided by the Department of Real Estate, the Airports Commission, the Public Utilities Commission, the Department of Recreation and Park and the Port of San Francisco. The Report contains lease information for those leases to which the City is party either as lessee or as lessor. The Report contains 135 leases in which the City is lessee, resulting in \$9,490,249 of annual expenditures incurred by the City in FY 1988-89, and 410 leases in which the City is lessor, resulting in \$67,697,417 of annual revenues received by the City in FY 1988-89.

Item 2 - File 97-89-58

Note: This item was continued from the December 18, 1989 Governmental Operations Committee meeting.

Department: Real Estate

Item: Ordinance to Amend Sections 23.19 and 23.22 of the Administrative Code to increase the Director of Property's authority to execute leases for the City.

Description: The proposed ordinance would increase the Director of Property's authority to execute leases for the City that are year-to-year or shorter in duration and which have a maximum rent of \$1,000 per month.

The Administrative Code currently permits the Director of Property to execute leases that are month-to-month, with a maximum monthly rent of \$500. The proposed ordinance would therefore increase the amount of monthly rent for property from \$500/month to \$1,000/month and increase the length of the term from month-to-month to year-to-year or shorter which can be directly rented by the Director of Property.

The proposed legislation would increase the limits to \$1,000 and year-to-year whether the City's the lessor or lessee. The proposed amendment of Section 23.19 would increase these limits when the City is the lessee and the proposed amendment of Section 23.22 would increase the limits when the City is the lessor.

Comments: 1. According to Mr. Anthony DeLucchi, Director of Property, Real Estate Department, the proposed increase in authority is needed because rental rates have increased substantially since the Director of Property's authority to directly execute rental agreements was increased in January, 1983 (File 420-82). Mr. DeLucchi also reports that the proposed amendment would enable the Director of Property to expedite the leasing of property which has a relatively low fair market rent without requiring the approval of the Board of Supervisors. Currently, all leases that are greater than \$500 per month and that extend longer than month-to-month must be approved by the Board of Supervisors.

2. According to Mr. DeLucchi, fewer than 20 leases would be affected by the proposed legislation.

3. Mr. DeLucchi further states that the Real Estate Department interprets "fair market rental rate" to be the rate available in the open market. For leases that do not have a fair market rent (for example, \$1.00 per year), the Real Estate Department would continue to ask the Board of Supervisors for approval of such rentals, because a policy decision is required.

Recommendation: Approval of the proposed ordinance to no longer require approval of the Board of Supervisors on leases greater than \$500 per month and that extend longer than month-to-month is a policy decision for the Board of Supervisors.

Memo to Governmental Operations Committee
January 2, 1990 Governmental Operations Committee Meeting

Item 4 - File 27-89-10

Department: Airports Commission

Item: Ordinance approving the Modification to Lease and Use Agreement between Delta Airlines, Inc., and the City and County of San Francisco acting by and through its Airports Commission.

Lease: Delta Airlines

Description: 1. The existing lease with Delta Airlines is for a 30-year term from July 1, 1981 to June 30, 2011.

2. The proposed lease modification would increase the space occupied by Delta Airlines in Boarding Area C of the South Terminal by 75,343 sq. ft. from 62,692 sq. ft. to 138,035 sq. ft. The space occupied by Delta Airlines can be broken down as follows:

	<u>Sq. Ft.</u>
Exclusive Use Areas	
Boarding Area C	79,145
Boarding Area B	3,560
International Terminal	91
Subtotal Exclusive Use Area	<u>82,796</u>
Joint-Use Areas	
Boarding Area C	<u>55,289</u>
Total Space Occupied	138,085

3. The exclusive use space occupied by Delta Airlines, a total of 82,796 sq. ft., can be broken down into the following space categories:

	<u>Sq. Ft.</u>
Category I (Ticket counters and hold rooms)	20,464
Category II (Curbside baggage check-in space)	23,028
Category III (Administration and operations offices)	28,955
Category IV (Baggage handling areas)	<u>10,349</u>
Total	82,796

Comments: 1. Delta Airlines gave up 59,132 sq. ft. in Boarding Area B of the South Terminal to move into its final space assignment in Boarding Area C of the South Terminal. The vacated space in Boarding Area B is currently being used under permit by Continental Airlines, Inc.

Memo to Governmental Operations Committee
January 2, 1990 Governmental Operations Committee Meeting

2. Ms. Angela Gittens of the Airport reports the increase in Delta Airlines' leased space will result in increased revenues to the Airport from Delta Airlines of approximately \$700,000 annually. However, since the proposed lease modification for Delta Airlines is being requested to permit the Airport to complete the transfer of space for Delta from Boarding Area B to Boarding Area C, there would be no net change in Airport revenues as a result of this proposed modification.

Recommendation: Approve the proposed ordinance.

Memo to Governmental Operations Committee
January 2, 1990 Governmental Operations Committee Meeting

Item 5 - File 64-89-42

The proposed resolution would authorize the extension of three leases of real property for use as offices for the Police Department, Senior Escort Services, during fiscal year 1989-90. These extensions will require total funds of \$48,698 which are included in the fiscal year 1989-1990 budget. Descriptions of the proposed lease extensions are as follow:

(1) **Location:** 1049 Market Street, Suites 607 and 609

Lessor: 1049 Market Street Associates

of Sq. Ft. and Cost/Month: 2,762 sq. ft. for five months (Suites 607 and 609) @ \$1.10/sq. ft./mo. = \$3,038/mo. and 1,973 sq. ft. for seven months (Suite 607 only) @ \$1.20/sq.ft./mo. = \$2,368/mo.

Annual Cost: \$31,766 (\$28,416 for Suite 607 for 12 months and \$3,350 for Suite 609 for 5 months)

% Increase over 1988-89: 4%

Utilities and Janitor Provided by Lessor: Yes

Term of Lease: Suite 607 - From July 1, 1989 to June 30, 1990 and Suite 609 - From July 1, 1989 to November 30, 1989 (five months)

Source of Funds: General Fund

Right of Renewal: One - 1 year renewal remaining

(2) **Location:** 948 Pacific Avenue

Lessor: Lin Yu Louie

of Sq. Ft. and Cost/Month: 630 sq.ft. @ \$1.33 sq. ft./mo. = \$841 rent/mo.

Annual Cost: \$10,092

% Increase over 1988-89: 7%

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Governmental Operations Committee
January 2, 1990 Governmental Operations Committee Meeting

Utilities and Janitor

Provided by Lessor: Lessee must provide utilities, janitorial and scavenger services. Lessor provides water and maintenance.

Term of Lease: July 1, 1989 through June 30, 1990

Source of Funds: General Fund

Right of Renewal: One - 1 year renewal remaining

3. Location: 1220 Fillmore Street

Lessor: Royal Ada Arms

of Sq. Ft. and Cost/Month: 600 sq. ft. @ \$0.95 sq. ft./mo. = \$570 rent/month

Annual Cost: \$6,840

% Increase over 1988-89: 0%

**Utilities and Janitor
Provided by Lessor:**

No. Water and Scavenger Service provided by Lessor

Term of Lease: July 1, 1989 through June 30, 1990

Source of Funds: General Fund

Right of Renewal: Renewable month-to-month

Comments: 1. The Real Estate Department reports that the proposed rentals reflect fair market values.


2. Renewal of these leases has been delayed until the Board of Supervisors finalized policy decisions regarding the centralization of Senior Escort Services offices. In 1988-89, the Senior Escort program leased only Suite 607 at 1049 Market Street for administrative functions. Centralization would have required additional space at 1049 Market Street (Suite 609) to house dispatch

Memo to Governmental Operations Committee
January 2, 1990 Governmental Operations Committee Meeting

functions previously housed at 948 Pacific Avenue and 1220 Fillmore Street. The centralization issue was finally resolved as follows:

- 1049 Market Street, Suite 607 houses administration and South of Market dispatch functions.
- 948 Pacific Avenue houses Chinatown dispatch functions.
- 1220 Fillmore Street houses Western Addition dispatch functions.
- 1049 Market Street, Suite 609 is not needed.

Recommendation: Approve the proposed lease extensions.


for
Harvey M. Rose

cc: Supervisor Gonzalez
Supervisor Hsieh
Supervisor Alioto
President Britt
Supervisor Hallinan
Supervisor Hongisto
Supervisor Kennedy
Supervisor Maher
Supervisor Nelder
Supervisor Walker
Supervisor Ward
Clerk of the Board
Chief Administrative Officer
Controller
Carol Wilkins
Stacy Becker
Ted Lakey

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Actions
Taken

CALENDAR
RESCHEDULED MEETING OF
GOVERNMENTAL OPERATIONS COMMITTEE
BOARD OF SUPERVISORS
CITY AND COUNTY OF SAN FRANCISCO

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JAN 3 1990

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TUESDAY, JANUARY 2, 1990 - 10:00 A.M.

ROOM 228, CITY HALL

PRESENT: SUPERVISORS GONZALEZ, HSIEH, ALIOTO

CLERK: KAY GULBENGAY

1. File 165-89-3. Hearing to consider update of Budget Analyst's September 1, 1989 report on City leases. (Supervisor Gonzalez)

(Continued from 12/18/89)

ACTION: Hearing held. Continued to call of the chair.

2. File 97-89-58. [Lease of Property] Ordinance amending Administrative Code, by amending Section 23.19, to increase the Director of Property's authority to execute leases for the City and County as lessee to leases not exceeding a one year term with rent not exceeding \$1000 per month; and amending Section 23.22, to increase the Director of Property's authority to execute leases for the City and County as lessor to leases not exceeding a one year term with rent not exceeding \$1000 per month. (Real Estate Department)

(Continued from 12/18/89)

ACTION: Hearing held. Continued to July 2, 1990 meeting.

3. File 40-89-16.1. Hearing to consider progress report of the Task Force on the Residential Permit Parking Program. (Supervisor Gonzalez)

(Continued from 12/11/89)

ACTION: Hearing held. Continued to February 5, 1990 meeting.

4. File 27-89-10. [Airport Lease and Use Agreement] Ordinance approving the "Modification to Lease and Use Agreement No. 82-0115" between Delta Airlines, Inc., and the City and County of San Francisco acting by and through its Airports Commission. (Airports Commission)

ACTION: Hearing held. Recommended.

5. File 64-89-42. [Lease of Property] Resolution authorizing amendment and extension of lease of real property at 1049 Market Street, Suites 607 and 609 and extension of certain leases of real property at 948 Pacific Avenue and 1220 Fillmore Street for the Police Department, Senior Escort Program. (Real Estate Department)

ACTION: Hearing held. Recommended.

CITY AND COUNTY



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JAN 8 1990

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January 4, 1990

TO: Governmental Operations Committee
FROM: Budget Analyst
SUBJECT: January 8, 1990 Governmental Operations Committee Meeting

Item 1 - File 64-89-43

Department: Department of Public Health (DPH), Employee Assistance Program (EAP)

Location: 1360 Mission Street, 4th Floor

Purpose of Lease: Office Space

Lessor: Vilo Properties, Inc.

Number of sq. ft.

Cost/Month: 2,988 sq. ft. @ \$0.77/sq. ft. = \$2,301/mo. Base Rent
370/mo. Amortization
Costs for Tenant Improvements
2,988 sq. ft. @ \$0.89/sq. ft. = \$2,671/mo. Total Cost

Annual Cost: \$32,052. In addition, upon satisfactory completion of tenant improvements, the City would pay to the lessor a one-time amount of \$28,000 with the first month's rent.

% Increase Over 1988-89: 101 percent

Utilities and Janitor

Provided by Lessee: Yes

Term of Lease: Upon completion of certain tenant improvements by the lessor or upon Board of Supervisors approval of the proposed resolution whichever is later, and upon availability of the entire premises for occupancy, and ending June 30, 2000.

Right of Renewal: None

Source of Funds: Interdepartmental work orders

Comments: 1. As a result of the earthquake in October, 1989, the Employee Assistance Program has been displaced from its 1,956 square feet of leased space at 170 Fell Street, which has been condemned. The EAP was released from their lease at 170 Fell Street effective October 18, 1989. The proposed lease would provide substitute office space at 1360 Mission Street for the eight full time and two part time staff and two interns of the EAP. The EAP provides confidential counselling, counselling information and referrals, and workshops on stress management, alcohol and drug education and other topics. The EAP is currently operating from temporary offices at 101 Grove Street, which Mr. Woody Hunter of EAP indicates does not provide adequate accommodations for confidential consultations, as required by State law.

2. The Real Estate Department reports that the EAP requires certain tenant improvements to the proposed space at 1360 Mission Street in order to make the premises suitable to EAP's needs. According to Mr. Phil Aissen of the Real Estate Department, the proposed space is currently unimproved space (no office divisions, no floor coverings). The tenant improvements are estimated to cost approximately \$56,000 and would include the construction of 10 private offices, a computer room, a conference room, coffee and reception rooms, wall-to-wall carpeting, painting and window coverings. The City would pay for the costs of the improvements by paying \$28,000 with the first month's rent and \$370 per month of additional rent for 10 years or a total of \$44,400 above the base rent of \$2,301 per month. In total, the tenant improvements would cost the City \$72,400 over ten years (\$28,000 plus \$44,400). If the City's tenancy terminates prior to ten years (120 months), the City would not be responsible for the remaining unamortized balance of the improvements.

BOARD OF SUPERVISORS
BUDGET ANALYST

3. According to Mr. Woody Hunter of EAP, the Department needs the larger space (an increase in space of approximately 53 percent) in order to implement recent federally-enacted Drug Free Work Place programs, which according to Mr. Hunter could be expected to increase the EAP's caseload by at least 50 percent. The EAP currently provides approximately 8,000 client consultations per year. Mr. Hunter states that the proposed tenant improvements and additional space are necessary to provide an atmosphere that would help to encourage greater use of EAP services by City employees. In addition, Mr. Hunter states that he proposed increased space at 1360 Market Street would allow EAP to utilize more interns and therefore expand the EAP services.

4. Mr. Aissen reports that the proposed rent represents fair market value. Mr. Aissen states that the EAP's previous space at 170 Fell Street was substandard and that the proposed space at 1360 Market Street has been designed by the lessor's architect to meet EAP's needs within the minimum amount of space.

5. The proposed space at 1360 Market Street would provide approximately 249 square feet of space per employee, as compared with 163 square feet per employee at 170 Fell Street. As noted earlier, this is an increase of approximately 53 percent. Mr. Hunter reports that EAP may be adding two professional staff based on projected funds of \$93,000 from the Urban Mass Transit Authority (UMTA) for drug counselling services for MUNI employees. On December 18, 1989, the Board of Supervisors approved a supplemental appropriation of \$932,184 from UMTA for MUNI and EAP and placed on reserve \$93,000 pending submission of EAP budget details to the Finance Committee (File 101-89-60). However, on January 10, 1990, the Finance Committee will also consider legislation to rescind the \$932,184 UMTA monies (File 101-89- 60.1). Therefore, based on existing staffing levels, the proposed lease would provide 53 percent additional space for no additional staff. If the EAP were to add two staff, the proposed space would provide 213 square feet per employee, which is still an increase of 31 percent. In addition, as noted earlier, the proposed space would cost 101 percent more rent plus \$28,000 for tenant improvements including a computer room, coffee and reception rooms, wall-to-wall carpeting, painting and window coverings.

Memo to Governmental Operations Committee
January 8, 1990 Governmental Operations Committee Meeting

Recommendation: The Budget Analyst cannot recommend approval of the proposed lease, which would provide 53 percent more space for the same number of staff, or 31 percent more space with two additional staff, and which would cost 101 percent more rent plus \$28,000 for tenant improvements including a computer room, coffee and reception rooms, wall-to-wall carpeting, painting and window coverings.

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Governmental Operations Committee
January 8, 1990 Governmental Operations Committee Meeting

Item 2 - File 65-89-11

Department: Real Estate Department

Item: Resolution authorizing a lease of property between the City of San Francisco and the California Association for Health, Education, Employment and Dignity, Inc. (CAHEED).

Location: 1030 Oakdale Avenue (South of Hunters Point)

Purpose of Lease: Childcare Center

Lessee: CAHEED

Number of sq. ft.: 4,900 sq. ft.

Annual Cost: \$1.00

**Utilities and Janitor
Provided by Lessee:** Yes

Term of Lease: One-year lease from February 1, 1990 to January 31, 1991.

Comments:

1. CAHEED, Inc. is a non-profit agency that conducts a food supplement program for low-income pregnant women, postpartum women, infants in Bayview-Hunters Point and other areas of the City. CAHEED also operates a childcare center at 1030 Oakdale Avenue that provides services to 25 children in the Hunters Point neighborhood. CAHEED receives funds from the State Department of Education to assist in the operation of this facility.
2. CAHEED has used the City-owned building at 1030 Oakdale Avenue for a childcare center since 1982. Mr. Nat Harris of the Mayor's Office of Community Development states that this building has been provided to CAHEED free of charge because CAHEED provides important childcare services to the Hunters Point neighborhood.
3. Mr. Robert Hasslam of the Real Estate Department states that a formal lease is being sought at this time, with a nominal rent of \$1.00 payable by CAHEED to the City, because CAHEED anticipates that the Child Development Division of the State Department of Education will grant CAHEED a \$10,000 renovation loan if CAHEED submits a copy of its facility lease having a minimum one year term.

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Governmental Operations Committee
January 8, 1990 Governmental Operations Committee Meeting

Recommendation: Approval of the proposed resolution to authorize a lease with CAHEED for \$1.00 per year is a policy matter for the Board of Supervisors.

BOARD OF SUPERVISORS
BUDGET ANALYST

Item 3 - File 97-89-17.1

1. The proposed ordinance would amend Section 16.61-1 of the San Francisco Administrative Code by adding Subsection F which would implement procedures to allow the City to "pick-up" employee contributions to the City and County of San Francisco Employees Retirement System as authorized by Internal Revenue Code Section 414(h)(2).

2. Under the present Retirement System, in addition to the City's (employer's) contribution to the Retirement System, most City employees also contribute 7.5 percent of the employee's gross pay to the Retirement System. However, although the employee contribution is mandatory and is computed based on gross pay, the deduction for the employee's contribution is made after the computation of Federal and State income taxes. Thus the employee pays Federal and State income tax on money that is subsequently deducted from the employee's pay as a mandatory deduction.

3. In October of 1989, the Board of Supervisors adopted legislation (File 97-89-17) which amended the Administrative Code by adding Section 16.61-1, 16.61-2 and 16.61-3 to authorize the City to "pick-up" employee contributions to the Employees Retirement System. Under the provisions of this legislation the City designated, for the purpose of deferring income tax in accordance with the Internal Revenue Code, that the employee contribution is the employer contribution and, therefore, not subject to taxation (income tax) when the contribution is made. Instead, the employee's contribution (now considered the employer's contribution) would be subject to taxation when paid to the employee as a retirement benefit after the employee has retired. The result of the "pick-up" of the employee's contribution is an increase in the employee's take-home pay and no financial liability to the City. The employee's income tax liability is deferred to a later date at the time of retirement.

4. The proposed ordinance would further clarify provisions relating to the implementation of City "pick-up" of employee contributions to the City and County retirement system. For employer "pick-ups" under Section 414(h)(2) of the Internal Revenue Code, the IRS requires that employees not be given a choice between the employer "pick-up" and direct receipt of the contribution. This is stated in Section 16.61-1(C) of the Administrative Code. However, because most City employees have an option to make a retirement contribution at either the full rate or at a reduced rate, and to switch freely between the two options at any time, there are additional complications in complying with Section 16.61-1(C). Those City employees that are eligible to contribute at a reduced rate would be employees who are covered by provisions of the Federal Social Security Act (the reduced rate of contribution is calculated by taking the employee's rate of contribution and subtracting the difference between the employee's Social Security and Medicare withholding tax). This includes all City employees except primarily Police and Fire Department employees.

5. Therefore, under the proposed ordinance, those employees that are eligible to contribute at a reduced rate would be provided a one-time irrevocable

Memo to Governmental Operations Committee
January 8 1990 Governmental Operations Committee Meeting

election: 1) they may choose to have the full contribution "picked-up" with no chance to voluntarily reduce the amount of such contribution, or 2) they may choose to have only the reduced-rate portion of the contribution "picked-up" while retaining the option whether or not to make additional contributions on a post-tax basis.

Comment

Mr. Kieran Murphy of the Employees Retirement System states that the proposed ordinance would not result in any significant additional cost to the Employees Retirement System. Mr. Murphy indicates that only minimal, new administrative costs would result from the proposed ordinance which would be absorbed in the budget of the Employees Retirement System.

Recommendation

Approve the proposed ordinance.

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Governmental Operations Committee
January 8, 1990 Governmental Operations Committee Meeting

Item 4 - File 107-89-16

Agency: Department of Social Services (DSS)

Item: Resolution authorizing a modification to an agreement between the City and County of San Francisco and the State of California Department of Education.

Amount of Grant: \$5,234 increase from \$112,835 to \$118,069

Grant Period: No change from original contract of July 1, 1989 through June 30, 1990

Description: The proposed resolution would authorize a modification of an existing agreement with the State Department of Education that reimburses DSS for payments to local community-based childcare providers which contract with DSS. DSS pays the childcare providers a higher rate than the present level of State reimbursement based on prevailing GAIN rates according to the child's age and the number of hours provided. This results in fewer total hours which can be paid from the total cost reimbursement. Authorization to modify the City's existing agreement originally approved by the Board of Supervisors (Resolution No. 511-89) is required by the State before DSS is eligible to submit claims for reimbursement to the State Department of Education.

The proposed modification calls for a revised reimbursement rate not to exceed \$1.9802 per child per hour of full time attendance in various childcare programs both in public facilities and in private homes. The maximum reimbursable amount for the State is \$118,069. Reimbursements are made on a quarterly basis from claims submitted by DSS to the State.

The proposed additional \$5,234 would permit a cost of living increase for the maximum rate per child per hour of enrollment from \$1.8924 to \$1.9802 as follows:

<u>Rate Per Child Hour</u>	<u>Hours</u>	<u>Total Cost Reimbursement</u>
\$1.9802 (new)	59,625	\$118,069
\$1.8924 (old)	59,625	<u>(112,835)</u>
Total Contract Modification Increase		\$5,234

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Governmental Operations Committee
January 8, 1990 Governmental Operations Committee Meeting

The number of service hours totalling 59,625 hours would remain the same. The contract modification dollar amount pertains only to the change in the rate per child per hour of \$0.0878 from \$1.8924 to \$1.9802.

Comments:

1. The contract amendment contains a mandatory indemnification clause in which the City, as the contractor, agrees to indemnify, defend and save harmless the State from claims and losses arising from the performance of this contract.

2. Mr. Walter Maciak, DSS Contracts Division, advises that DSS will consult with Mr. Keith Grand, the City's Risk Manager, to determine what appropriate idemnification language should be added, if any, to the childcare provider agreements in order to protect the City from any liability caused by the State's additional contract requirement.

3. At the present time, the proposed resolution does not indicate that the State Department of Education requires an indemnification clause to be included in the agreement modification.

Recommendation:

Amend the proposed resolution by adding on line 2 before the word "BETWEEN" and on line 7 after the word "services" the phrase "and to add an indemnification clause", and approve the proposed resolution as amended.

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Governmental Operations Committee
January 8, 1990 Governmental Operations Committee Meeting

Item 5 - File 146-89-74

Department: Department of Public Health (DPH), Community Substance Abuse Services (CSAS)

Item: Resolution authorizing the Department of Public Health to accept and expend a State subvention.

Amount: \$2,300,867

Source of Funds: State of California, Department of Alcohol and Drug Programs

Funding Period: Fiscal Year 1989-90

Description: The proposed subvention would fund comprehensive substance abuse services provided by the Harriet Street Center and the Tom Smith Substance Abuse Treatment Center (City Clinics) and eleven contract treatment agencies located throughout the City. Services provided include residential day treatment and outpatient substance abuse counseling, outreach, education, methadone maintenance, and detoxification. These services are administered and coordinated by DPH, CSAS.

Budget:	<u>Amount Budgeted</u>
Personnel - City Clinics (6.0 FTE)	\$260,513
Fringe Benefits	29,487
Contractual	
Bay Area Addiction Research and Treatment	156,631
Baker Places	35,000
Bay View Hunters Point Foundation	576,200
Haight-Ashbury	228,745
Horizons, Inc	37,500
Liberation House	75,000
Mission Council - Latino Center	37,500
Pacific Medical Center	60,000
UCSF	175,702
Walden House	394,741
Westside	<u>233,848</u>
Total	\$2,300,867

Comments: 1. In previous years, these subvention funds have been identified in the DPH budget. However, due to administrative delays, the State did not notify DPH of the final allocation amount for FY 1989-90 until August 1989, after the budget process had been completed.

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Governmental Operations Committee
January 8, 1990 Governmental Operations Committee Meeting

2. As previously noted, this proposed resolution would authorize DPH to accept and expend a State subvention. DPH does not have to apply for these funds since such funds are part of the State's annual subvention/allocation.

Recommendation: Approve the proposed resolution.

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Governmental Operations Committee
January 8, 1990 Governmental Operations Committee Meeting

Item 6 - File 146-89-75

Agency: Department of Public Health (DPH)
Community Public Health Services

Item: Resolution authorizing the Department of Public Health to apply for, accept and expend a continuation Federal grant.

Amount of Grant: \$1,442,930

Source of Grant: U.S. Department of Health and Human Services, Centers for Disease Control (CDC)

Grant Period: January 1, 1990 through December 31, 1990

Project: Sexually Transmitted Disease (STD) Control Program

Description: The proposed funds would be used for the surveillance and control of sexually transmitted diseases among individuals between the ages of 15-45, who are at the highest risk of developing adverse reproduction consequences as a result of contracting a sexually transmitted disease. Located at the San Francisco City Clinic, the STD Control Program would provide diagnostic, treatment and epidemiological services for a variety of sexually transmitted diseases, with particular emphasis on infectious Syphilis, penicillin resistant Gonorrhea, Chlamydia and AIDS.

Grant Budget:		Budgeted <u>Amount</u>
	<u>Salaries - DPH</u>	
	Health Program Coordinator (1.0 FTE)	\$40,701
	Senior Disease Control Investigator (1.0 FTE)	32,346
	Disease Control Investigator (9.0 FTE)	282,168
	Clerk Typist (5.5 FTE)	124,299
	Senior Microbiologist (1.0 FTE)	49,625
	Microbiologist (1.0 FTE)	45,040
	Sr. Physician Specialist (0.4 FTE)	32,635
	Epidemiologist II (1.0 FTE)	42,657
	Computer Systems Manager (1.0 FTE)	41,319
	Team Leader - Peer Advocate (1.0 FTE)	22,351
	Peer Advocate (2.0 FTE)	39,898
	Subtotal Salaries 23.9 FTE	\$753,039
	Fringe Benefits	<u>218,381</u>
	Total Salaries and Benefits	\$971,420

BOARD OF SUPERVISORS
BUDGET ANALYST

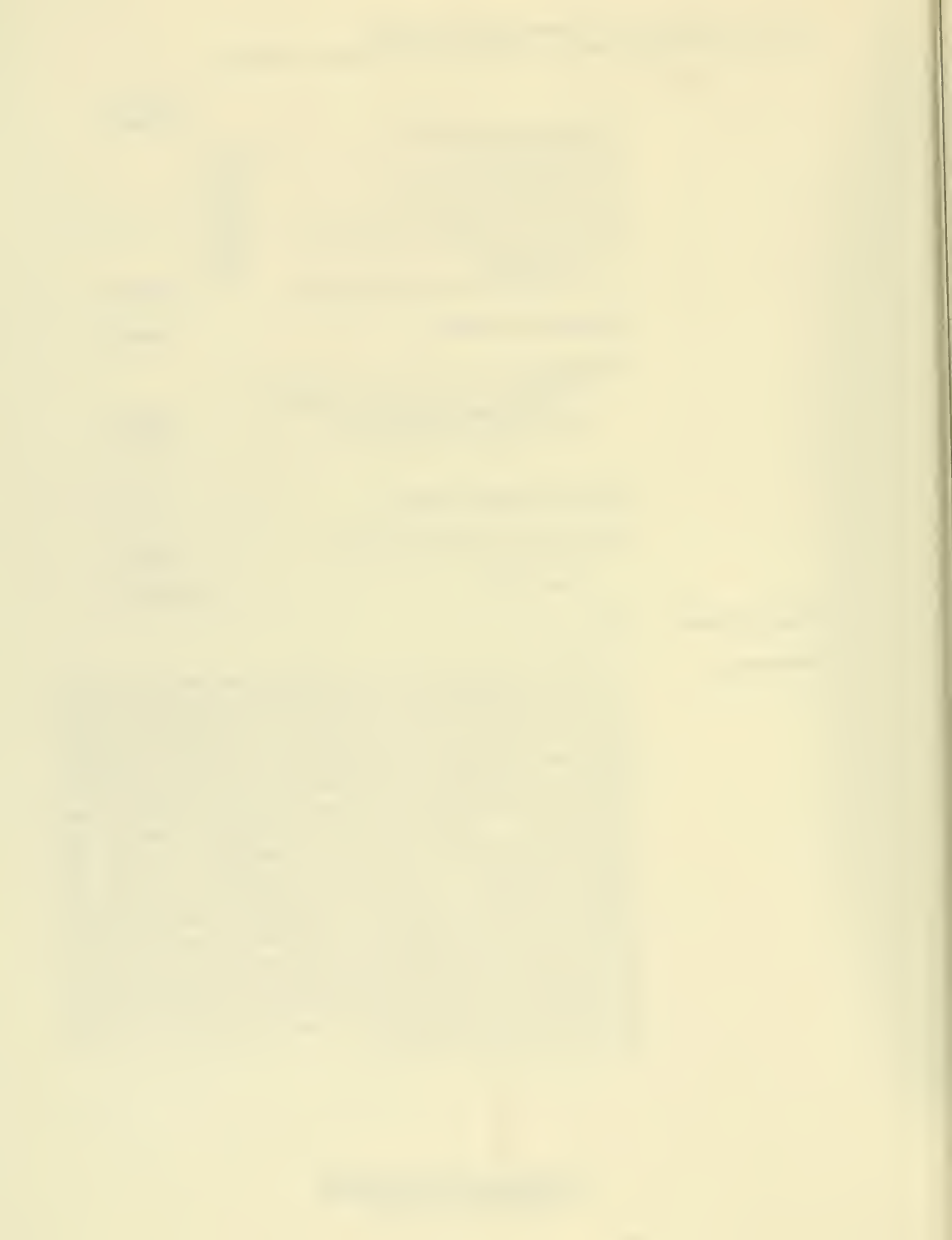
Memo to Governmental Operations Committee
January 8, 1990 Governmental Operations Committee Meeting

	<u>Budgeted Amount</u>
<u>Materials and Supplies</u>	
Gonorrhea Tests	\$23,000
Chlamydia Tests	76,500
HIV and Syphilis Tests	1,750
Educational Materials/Outreach	49,825
Computer Supplies	5,000
Office Supplies	<u>7,500</u>
Total Materials and Supplies	\$163,575
<u>Training and Travel</u>	28,597
<u>Contractual</u>	
Computer Programming Support and Consultation Services	57,440
HIV and Syphilis Study	64,850
<u>Other Operating Expenses</u>	6,440
<u>Indirect Costs (20% of Salaries)</u>	<u>150,608</u>
Grant Total	\$1,442,930

Required Match: None

Comments: 1. DPH would contract with DM Information Systems Inc. on a sole source basis for consultation and program support services directed towards modifying and enhancing the STD Control Program's existing computer information system in the amount of \$57,440. DM Information is neither an MBE or WBE firm. The Electronic Information Processing Steering Committee (EIPSC) has reviewed and approved the system modifications. DM Information developed, installed and modified the computer programs currently in use by the STD Control Program. Therefore, according to DPH, DM Information has a unique knowledge of the program's computer system needs and is thoroughly familiar with the current system's equipment, programming and problems. DM Information would provide approximately 661 hours at an hourly rate of \$60 (\$39,646), 25 hours at an hourly rate of \$80 (\$2,000) and a flat charge (\$15,794) for a license fee for the use of the computer operating system (\$39,646, plus \$2,000 plus \$15,794 equals \$57,440).

BOARD OF SUPERVISORS
BUDGET ANALYST



2. With regard to the HIV and Syphilis study, DPH reports that this study is to be performed primarily by DPH staff. The \$64,850 currently budgeted for this study represents a portion of the approximately \$180,000 needed to implement the study. DPH anticipates receiving additional CDC monies to fund the total cost of the study by June of 1990. Ms. Wendy Wolf of DPH advises that \$51,750 of the \$64,850 currently budgeted for the study has been earmarked for laboratory tests which would be contracted out. However, DPH has not as yet issued an RFP for those services. According to Ms. Wolf, because of the unique nature of the tests required, the contract for these services would most likely be awarded on a sole source basis. The remaining funds for the study, including the additional CDC funds needed to finance the total cost of the program, would be used to offset the salaries of existing DPH staff and related costs utilized in the study.

3. The proposed \$1,442,930 in grant funds represents an increase of \$410,180 or 39.7% over the FY 1989-90 grant amount of \$1,032,750.

Recommendation: Approve the proposed resolution.

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Governmental Operations Committee
January 8, 1990 Governmental Operations Committee Meeting

Item 7 - File 148-89-9

Department: Department of Public Works (DPW)

Item: Resolution authorizing the Director of Public Works to apply for, accept and expend a grant from the Building Industry Association (BIA) of Northern California to expedite the building permit process for earthquake-damaged buildings in San Francisco.

Amount: \$791,536

Source of Grant BIA Earthquake Relief Fund

Grant Period: No fixed duration

Required Match: None

Description: As a result of the October 17, 1989 earthquake, various buildings in the City sustained considerable damage. In response, the BIA of Northern California pledged funds to an Earthquake Relief Fund. This Fund is specifically designed to help expedite the processing of building permits for work required to remedy damage caused by the earthquake.

Mr. Don McConlogue of the DPW's Bureau of Building Inspection (BBI), states that the proposed grant funding would be used to hire a total of 16 temporary staff, including temporary Building Inspectors, temporary clerical support staff and to enter into a contract for plan support for a one year period, as follows:

Temporary Building Inspectors

8-6331 Building Inspector	
(8 @ \$3,861/month for 12 months)	\$370,656

Temporary Clerical Support Staff

4-1424 Clerk Typists	
(4 @ \$1,701/month for 12 months)	81,648

4-1426 Sr. Clerk Typists	
(4 @ \$1,859/month for 12 months)	89,232

BOARD OF SUPERVISORS
BUDGET ANALYST

Contract Plan Support
2,500 hours @ \$100/hour

\$250,000

Total

\$791,536

The additional proposed staff (all to be paid at the lowest step for their classification) would be responsible for processing building permit applications (including inspections) for work which would specifically remedy damage from the earthquake.

Comments:

1. Mr. Richard Evans, Director, DPW, states that the grant application must be made immediately, in order for the City to receive the maximum funding available because the grants are competitive in nature.

2. Mr. McConlogue states that the processing of earthquake-related building permits began on October 17, 1989. The DPW hired temporary and contractual earthquake damage support staff to provide inspection services requested by homeowners and business owners. However, Mr. McConlogue estimates that the staff positions proposed in this item would be required for a minimum of one year. The staff already in place are currently paid from the BBI's Special Revenue Fund, which is supported by various BBI permit fees. The BBI has already received some fee revenues for processing building permits for buildings damaged by the earthquake. The BBI's Special Revenue Fund would be reimbursed from the proposed grant funds for any monies already expended for this earthquake damage support project, as appropriate.

3. Mr. McConlogue states that temporary staff would be hired consistent with the City's Civil Service regulations. The Budget Analyst recommends that if the proposed resolution is approved, the tenure of the proposed 16 positions be limited to the tenure of the grant.

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Governmental Operations Committee
January 8, 1990 Governmental Operations Committee Meeting

4. The proposed Contract Plan Support expenditures are an estimate of the costs to have drawings and plans reviewed and checked through a contract with the International Conference of Building Officials (ICBO), consisting of building officials throughout the United States. The ICBO contracts with private firms for this plan checking service and in the past, the City of San Francisco has used the ICBO for plan checking services. The proposed plan checking services would be for review of earthquake-related plans and drawings only.

Recommendation:

Amend the proposed resolution to restrict the temporary staff to the tenure of the grant and approve the resolution as amended.

BOARD OF SUPERVISORS
BUDGET ANALYST

Item 8 - File 130-90-1

Department: Adult Probation Department

Item: Resolution authorizing the Adult Probation Department to amend a contract between the State Board of Corrections and the City for consulting services of a Senior Probation Officer by extending the contract expiration date by thirty days from January 15, 1990 to February 14, 1990.

Contract Amount: \$4,880. The State would reimburse the City for the salary and benefits of a Senior Probation Officer for thirty days plus 5% administrative costs.

Source of Funds: State Board of Corrections

Contract Period: January 15, 1990 through February 14, 1990

Description: The Senior Probation Officer's services are requested by the State because of her expertise in the areas of local government, sheriff and probation operations. Her duties for the State would include, policy analysis and formulation, training course evaluation, operational systems development, budget review, management analysis for the Standards and Training for Corrections Program and for local criminal justice agencies that participate in the program.

The contract between the Adult Probation Department and the State Board of Corrections has been approved by the Board of Supervisors for the three previous years. The current year of the contract, which expires January 14, 1990, is the last year of the contract. However, the State Board of Corrections has requested that the contract be extended for thirty days (January 15, 1990 through February 14, 1990) to allow the Senior Probation Officer to complete her projects.

Comments:

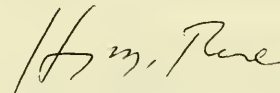
1. Under the terms of the contract, the Senior Probation Officer remains an employee of the City but would provide full-time consultant services for the responsibilities described above to the State Board of Corrections in its Sacramento Office. The City has provided these consultant services to the State for the previous three years.
2. When the proposed contract is terminated on February 14, 1990, the Senior Probation Officer providing consultant services to the State Board of Corrections would resume her duties as an 8442 Probation Officer for the City. Ms.

BOARD OF SUPERVISORS
BUDGET ANALYST

Kathryn Hile of the Adult Probation Department states there is currently a vacant funded 8442 Probation Officer position within the Adult Probation Department that this employee will fill.

3. Ms. Hile notes that the proposed Resolution was drafted prior to final negotiations pertaining to the contract amount were completed with the State Board of Corrections. The State has agreed to pay \$5,300 for the remaining thirty days of this contract and not the \$4,880 specified in the proposed resolution. The Budget Analyst recommends that the proposed resolution be amended to increase the amount contained in the proposed resolution by \$420 from \$4,880 to \$5,300 to reflect the actual amount of funds to be reimbursed by the State Board of Corrections.

Recommendation: Amend the proposed resolution by increasing the amount in the Title and on Line 28 by \$420 from \$4,880 to \$5,300. Approve the proposed resolution as amended.



Harvey M. Rose

cc: Supervisor Gonzalez
Supervisor Hsieh
Supervisor Alioto
President Britt
Supervisor Hallinan
Supervisor Hongisto
Supervisor Kennedy
Supervisor Maher
Supervisor Nelder
Supervisor Walker
Supervisor Ward
Clerk of the Board
Chief Administrative Officer
Controller
Carol Wilkins
Stacy Becker
Ted Lakey

BOARD OF SUPERVISORS
BUDGET ANALYST

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Actions Taken

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CALENDAR
GOVERNMENTAL OPERATIONS COMMITTEE
BOARD OF SUPERVISORS
CITY AND COUNTY OF SAN FRANCISCO

MONDAY, JANUARY 8, 1990 - 10:00 A.M.

ROOM 228, CITY HALL

PRESENT: SUPERVISORS GONZALEZ, HSIEH, ALIOTO

CLERK: KAY GULBENGAY

1. **File 64-89-43.** [Lease of Real Property] Resolution authorizing a new lease of real property at 1360 Mission Street for Department of Public Health (offices for the Employee Assistance Program). (Real Estate Department)
ACTION: Hearing held. Continued to January 16, 1990. (Supervisor Gonzalez dissented.)
2. **File 65-89-11.** [Lease of Property] Ordinance authorizing lease renewal of real property at 1030 Oakdale Avenue for the California Association for Wealth, Education, Employment and Dignity, Inc. (Real Estate Department)
ACTION: Hearing held. Recommended.
3. **File 97-89-17.1.** [Retirement Benefits] Ordinance amending Administrative Code by amending Section 16.61-1 relating to "pick-up" of employee contributions to the City and County retirement system, by adding subsection f, which will implement employer "pick-up" of employee contributions to the City and County retirement system, as permitted by Internal Revenue Code Section 414(h)(2) and as authorized by Charter Section 8.500, as amended in November, 1988. (Supervisor Hallinan)
ACTION: Hearing held. Continued to January 16, 1990 meeting.
4. **File 107-89-16.** [Social Services Contract] Resolution authorizing the modification to agreement (CD-4516) in the amount of \$5,234 between the City and County of San Francisco and the State of California Department of Education for participation by the City and County in the State's Child Care Development Program for Fiscal Year 1989-90. (Department of Social Services)
ACTION: Hearing held. Amended on page 1 line 2 before "between" by inserting "and to add an indemnification clause" and further amended on page 1 line 7 by inserting "and to add an indemnification clause." Entitled: "Authorizing the modification to agreement (CD-4516) in the amount of \$5,234 and to add an indemnification clause between the City and County of San Francisco and the State of California Department of Education for participation by the City and County in the State's Child Care Development Program for Fiscal Year 1989-90." Recommended as amended.

5. File 146-89-74. [Grant - State Funds] Resolution authorizing the Department of Public Health, Community Substance Abuse Services, to accept and expend a subvention from the State of California, Department of Alcohol and Drug Programs in the amount of \$2,300,867 of which \$424,213 is identified as "State General Fund/IVDU Gen. Fund Allocation"; \$1,603,654 is identified as "Fed. Funds/IV Drug Abuse"; and 144,741 is identified as "Adms Special Projects/Unmet Needs" on the 21-Aug[ust]-[19]89 Division of Drug Programs Final Allocation; and \$128,259 is identified as "Special Allocation/FBG Unmet Needs" on the 16-Aug[ust]-[19]89 Division of Alcohol Programs Final Allocation Letters. (Department of Public Health)

ACTION: Hearing held. Recommended.

6. File 146-89-75. [Grant - Federal Funds] Resolution authorizing the Department of Public Health, Community Public Health Services, Sexually Transmitted Disease Control Program, to apply for, accept and expend a grant of \$1,442,930 from the Centers for Disease Control for sexually transmitted disease control. (Department of Public Health)

ACTION: Hearing held. Recommended.

7. File 148-89-9 [Grant - Building Industry Association] Resolution authorizing the Director of Public Works to apply for, accept, and expend Building Industry Association of Northern California Earthquake recovery funds for the purpose of supporting the earthquake related building permit process in the City and County of San Francisco. (Department of Public Works)

ACTION: Hearing held. Amended on page 1 line 3 after "expend" by inserting "\$791,536" and further amended on page 1 line 14 after "service" by inserting "with temporary staff limited to the tenure of the grant." Entitled: Resolution authorizing the Director of Public Works to apply for, accept, and expend \$791,536 in Building Industry Association of Northern California Earthquake recovery funds for the purpose of supporting the earthquake related building permit process in the City and County of San Francisco." Recommended as amended.

8. File 130-90-1. [Agreement] Resolution authorizing the Adult Probation Department to amend contract number 389-86 between the Board of Corrections and the City and County of San Francisco by extending the expiration date for a thirty-day period; to accept and expend funds in the amount of \$4,880 for said thirty days for the salary and benefits of an 8442 Probation Officer whose services will be provided to the State Board of Corrections as a consultant on areas of concern to local criminal justice agencies. (Supervisor Kennedy)

ACTION: Hearing held. Amended on page 1 line 4 by replacing "\$4,880" with "\$5,330" and further amended on page 1 line 28 by replacing "\$4,880" with "\$5,330". Entitled: "Authorizing the Adult Probation Department to amend contract number 389-86 between the Board of Corrections and the City and County of San Francisco by extending the expiration date for a thirty-day period; to accept and expend funds in the amount of \$5,330 for said thirty days for the salary and benefits of an 8442 Probation Officer whose services will be provided to the State Board of Corrections as a consultant on areas of concern to local criminal justice agencies." Recommended as amended.

-SF
BOARD of SUPERVISORS



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NOTICE OF CANCELLED MEETING

GOVERNMENTAL OPERATIONS COMMITTEE

NOTICE IS HEREBY GIVEN that the regularly scheduled meeting of the Governmental Operations Committee for Monday, January 15, 1990, at 10:00 a.m., has been cancelled.

The next meeting of the Governmental Operations Committee will be held on Tuesday, January 16, 1990, at 10:00 a.m., in Room 228, City Hall.

A handwritten signature in cursive script that reads "John L. Taylor".
John L. Taylor

Clerk of the Board

POSTED: JANUARY 5, 1990

CITY AND COUNTY



OF SAN FRANCISCO

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BOARD OF SUPERVISORS

BUDGET ANALYST

1390 MARKET STREET, SUITE 1025

SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-7642

January 11, 1990

TO: Governmental Operations Committee
FROM: Budget Analyst
SUBJECT: January 16, 1990 Governmental Operations Committee Meeting

Item 1 - File 64-89-43

Note: This item was continued by the Governmental Operations Committee at its meeting of January 8, 1990.

Department: Department of Public Health (DPH), Employee Assistance Program (EAP)

Location: 1360 Mission Street, 4th Floor

Purpose of Lease: Office Space

Lessor: Vilo Properties, Inc.

Number of sq. ft.

Cost/Month:	2,988 sq. ft. @ \$0.77/sq. ft. =	\$2,301/mo.	Base Rent
		370/mo.	Amortization
			Costs for Tenant
			Improvements
	2,988 sq. ft. @ \$0.89/sq. ft. =	\$2,671/mo.	Total Cost

Annual Cost: \$32,052. In addition, upon satisfactory completion of tenant improvements, the City would pay to the lessor a one-time amount of \$28,000 with the first month's rent.

% Increase
Over 1988-89: 101 percent

Utilities and Janitor

Provided by Lessee: Yes

Term of Lease: Upon completion of certain tenant improvements by the lessor or upon Board of Supervisors approval of the proposed resolution whichever is later, and upon availability of the entire premises for occupancy, and ending June 30, 2000.

Right of Renewal: None

Source of Funds: Interdepartmental work orders

Comments: 1. As a result of the earthquake in October, 1989, the Employee Assistance Program has been displaced from its 1,956 square feet of leased space at 170 Fell Street, which has been condemned. The EAP was released from their lease at 170 Fell Street effective October 18, 1989. The proposed lease would provide substitute office space at 1360 Mission Street for the eight full time and two part time staff and two interns of the EAP. The EAP provides confidential counselling, counselling information and referrals, and workshops on stress management, alcohol and drug education and other topics. The EAP is currently operating from temporary offices at 101 Grove Street, which Mr. Woody Hunter of EAP indicates does not provide adequate accommodations for confidential consultations, as required by State law.

2. The Real Estate Department reports that the EAP requires certain tenant improvements to the proposed space at 1360 Mission Street in order to make the premises suitable to EAP's needs. According to Mr. Phil Aissen of the Real Estate Department, the proposed space is currently unimproved space (no office divisions, no floor coverings). The tenant improvements are estimated to cost approximately \$56,000 and would include the construction of 10 private offices, a computer room, a conference room, coffee and reception rooms, wall-to-wall carpeting, painting and window coverings. The City would pay for the costs of the improvements by paying \$28,000 with the first month's rent and \$370 per month of additional rent for 10 years or a total of \$44,400 above the base rent of \$2,301 per month. In total, the tenant improvements would cost the City \$72,400 over ten years (\$28,000 plus \$44,400). If the City's tenancy terminates prior to ten years (120 months), the City would not be responsible for the remaining unamortized balance of the improvements.

BOARD OF SUPERVISORS
BUDGET ANALYST

3. According to Mr. Woody Hunter of EAP, the Department needs the larger space (an increase in space of approximately 53 percent) in order to implement recent federally-enacted Drug Free Work Place programs, which according to Mr. Hunter could be expected to increase the EAP's caseload by at least 50 percent. The EAP currently provides approximately 8,000 client consultations per year. Mr. Hunter states that the proposed tenant improvements and additional space are necessary to provide an atmosphere that would help to encourage greater use of EAP services by City employees. In addition, Mr. Hunter states that he proposed increased space at 1360 Market Street would allow EAP to utilize more interns and therefore expand the EAP services.

4. Mr. Aissen reports that the proposed rent represents fair market value. Mr. Aissen states that the EAP's previous space at 170 Fell Street was substandard and that the proposed space at 1360 Market Street has been designed by the lessor's architect to meet EAP's needs within the minimum amount of space.

5. The proposed space at 1360 Market Street would provide approximately 249 square feet of space per employee, as compared with 163 square feet per employee at 170 Fell Street. As noted earlier, this is an increase of approximately 53 percent. Mr. Hunter reports that EAP may be adding two professional staff based on projected funds of \$93,000 from the Urban Mass Transit Authority (UMTA) for drug counselling services for MUNI employees. On December 18, 1989, the Board of Supervisors approved a supplemental appropriation of \$932,184 from UMTA for MUNI and EAP and placed on reserve \$93,000 pending submission of EAP budget details to the Finance Committee (File 101-89-60). However, on January 9, 1989 the Superior Court issued a Preliminary Injunction against random drug testing. As a result, the Finance Committee has requested that MUNI revise its drug testing program budget to eliminate the staffing and costs associated with random drug testing for the remainder of this fiscal year. Revisions to MUNI's budget (Files 101-89-60.1 and 102-89-24.1) will be considered by the Finance Committee on January 17, 1990. Based on existing staffing levels, the proposed lease would provide 53 percent additional space for no additional staff. If the EAP were to add two staff, the proposed space would provide 213 square feet per employee, which is still an increase of 31 percent. In addition, as noted earlier, the proposed space would cost 101 percent more rent plus \$28,000 for tenant improvements including a computer room, coffee and reception rooms, wall-to-wall carpeting, painting and window coverings.

6. The Budget Analyst received a copy of the attached letter of January 11, 1990 to the Board of Supervisors from the Director of the Employee Assistance Program. The Budget Analyst concludes that nothing contained in that letter documents a need for a 53 percent increase in additional space at a 100 percent increase in additional annual costs to the City.

Recommendation: The Budget Analyst cannot recommend approval of the proposed lease, which would provide 53 percent more space for the same number of staff, or 31 percent more space with two additional staff, and which would cost 101 percent more rent plus \$28,000 for tenant improvements including a computer room, coffee and reception rooms, wall-to-wall carpeting, painting and window coverings.

BOARD OF SUPERVISORS
BUDGET ANALYST

Employee Assistance Program

City and County of San Francisco
Department of Public Health

(415) 554-2690



January 11, 1990

Honorable Tom Hsieh
Governmental Operations Committee
Board of Supervisors
City & County of San Francisco
City Hall
San Francisco, CA 94102

First, I want to thank you and the members of the Governmental Operations Committee for your interest in how the Employee Assistance Program can best assist employees achieve optimal job performance.

The Employee Assistance Program (EAP) provides a range of counseling and educational services designed to assist employees recognize personal problems early in their development so that job performance is not affected. Or, in the case of the troubled employee whose job performance is already negatively affected by personal problems, the task is to facilitate the employee's coming to terms with the problems in a timely manner and thereby maintain job performance at an acceptable standard. EAP counseling may take place individually, in groups, or with the employee's entire family. Workshops for groups of employees are frequently used for training and early identification purposes. Topics may include: substance abuse education, stress management, smoking cessation, communications, financial management, conflict resolution, marital couples issues, mental health, etc.

EAP staff are highly skilled professionals who treat each troubled employee with dignity and respect. The clinic/office environment must also reflect this professional attitude and preserve confidentiality, if this program is to be as effective as it can be. The proposed office/clinic is designed to meet these goals.

While there is no precise estimate of the number of City employees with personal problems affecting their job performance, there is data to indicate that between 15 and 20 percent of the workforce has impaired job performance due to alcohol, drugs, mental health, marital or financial problems. This estimate is the "rule of thumb" used by EAP professionals across the nation, in both the public and private sectors. Unfortunately, the storage of our research material and literature on this specific issue following the earthquake prevents me from providing more information at this time. The attached article (S.F. Examiner, 8/14/89) indicates that 23 percent of the Southern Pacific's switchmen and brakemen tested positive for alcohol and drugs prior to the implementation of a drug testing program. Similarly, the attached workbook references a range of 10-23 percent of the workforce have substance abuse problems.

If we use the 10-20 percent range to estimate the number of troubled employees in the City's workforce we would estimate 3,000 - 6,000 employees at any one time. However, it is unlikely that all would seek professional help in a year's period since denial and rationalization play such a central roles in prolonging problems.

To address the question of whether or not the EAP is effective, the following information is presented. Based upon surveys of both supervisors and employees conducted three months after discharge from the EAP, the following data show impressive results.

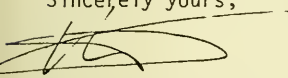
	FY 86/87 % Decrease	FY 87/88 % Decrease
1. Number of On the Job Accidents	90.00%	66.67%
2. Number of Days Late to Work	67.21%	77.97%
3. Number of Days Absent from Work	65.78%	65.58%

These statistics have significance in light of the City's renewed efforts to contain soaring Worker's Compensation claims. Disciplinary actions (oral warnings, written warnings, and suspensions) also showed a significant decrease in the same surveys.

The office/clinic space proposed by the EAP is designed to meet the program's needs for the next 5 - 10 years. Should program expansion be funded, the clinic can expand the hours of operation and use off-site locations to provide training, workshops and counseling, on an as needed basis. Consequently, we believe that the proposed space is adequate for the EAP.

I trust that this information responds to your concerns.

Sincerely yours, —



WOODY HUNTER, CEAP
Director
Employee Assistance Program

cc: Hon. Jim Gonzalez, Chairperson
Hon. Angela Alioto
Stan Jones, Budget Analyst



Workbook

Implementing Drug Testing at Transit Properties

MODULE I

PURPOSE (NEED)

IMPACT OF SUBSTANCE ABUSE ON SOCIETY AND THE WORKPLACE

CHEMICAL ABUSE STATISTICS PAINT FRIGHTENING PICTURE

A survey of our nation's business executives in 1969 showed only three percent felt there was significant drug abuse in their workplaces. ✓
✓ By 1974, 90 percent of a similar group of business executives acknowledged significant drug problems in their workplaces. ✓

In a study conducted by the American Management Association, by January, 1987, half of America's hundred largest industrial firms were screening job applicants for drugs.¹

We live in an alcohol and drug-oriented society. Most of us have heard the statistic that well over half of all vehicle fatalities in the U.S. are alcohol related, but did you also know that:

Alcohol²

- Over 150 million Americans use alcohol as a recreational beverage; up to ten percent are alcoholic--three million are under 18 years of age.
- 24,000 deaths will occur this year from the legally drunk driver. Another 12,000 highway fatalities will implicate alcohol.
- 225,000 Americans will die this year from the direct and indirect results of alcohol use.
- The typical alcohol dependent person will cut 15 years off their potential lifespan.

Implementing Drug Testing at Transit Properties, Module I, page 2

- Fifty-four percent of all birth defects are caused by women who drank during pregnancy.

Prescription Drugs

- Within any 30-day period, some ten million people will abuse stimulants, depressants, and tranquilizers--up from seven million less than a decade ago.³

Marijuana

- In 11 years, the percentage of adults 18 to 25 who had ever smoked marijuana went from four to 64 percent--a 1,600 percent increase.⁴
- Up to 60 million Americans have tried marijuana; 50 percent are between 18 and 25.⁵
- In 1985, 54 percent of all high school seniors smoked marijuana; five percent use it daily--down from eight percent a few years earlier.⁶
- Up to 15.44 million Americans use marijuana at least monthly; 54 percent are over 26 years of age.⁷

Cocaine

- Thirty to 40 million Americans have tried cocaine at least once, 5,000 are using it for the first time today. And four to five million can't leave it alone.⁸
- Twenty-eight percent of all Americans between 18 and 25 have snorted cocaine. At least 60,000 12 and 13 year olds have also tried it.⁹
- Up to 5.21 million Americans use cocaine monthly; 51 percent are over the age of 26.¹⁰
- *Advertising Age* surveyed 300 company advertising directors. Fifteen percent said they know of cases where cocaine was used as an under the table compensation to agency personnel.¹¹

Implementing Drug Testing at Transit Properties, Module I, page 3

- It is estimated that 1,250,000 employees are regular cocaine users who steal at least \$8,000,000,000.¹²

Substance Abuse - General

- Ten to 23 percent of employees use dangerous drugs on the job.¹³
- In 1987, 256 mass transportation fatalities were reported. Based on a conservative estimation of the correlation of accidents and substance abuse, it is estimated that 56 of those fatalities could have been caused by drug or alcohol affected employees.¹⁴
- Between 1975 and 1983 drug and alcohol affected railroad employees caused at least 45 train accidents claiming 34 lives and causing more than \$28 million in property damage.¹⁵
- Forty-two percent of all American males between 20 and 30 identify themselves as current users of some drug other than alcohol.¹⁶
- A U.S. Customs Service survey of law enforcement revealed that about 20 percent of murders, 25 percent of auto thefts, 40 percent of robberies and assaults and 50 percent of burglaries and thefts are related to drug trafficking. Twenty-eight percent of all drug arrests are for persons under 21 years of age.¹⁷
- A federal study estimated that each year \$40 billion of "narco bucks," money derived from dealing, is laundered through legitimate businesses and banks.

National Household Survey

To get an estimate of possible substance abuse in the workplace, review the following data and make your own interpretations based on the average age in your organization's various work categories.

Implementing Drug Testing at Transit Properties, Module I, page 35

- Suspend or terminate the grant.
- Suspend or debar the grantee making them ineligible for award of any grant from any Federal agency for a period specified in the UMTA decision, not to exceed five years.

-
- 1 *Drug Abuse-The Workplace Issues*, American Management Association, 1987
 - 2 Alcohol statistics from the National Institute on Alcoholism and Alcohol Abuse (NIAAA)
 - 3 *National Household Survey on Drug Abuse, Population Estimates*, NIDA, 1985, ADM 87-1539
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 - 7 Marijuana statistics from the National Institute on Drug Abuse (NIDA)
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 - 9 Ibid
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Southern Pacific accident rate down since drug tests instituted

By Jack Strard
 S.F. EXAMINER
 8/14/84

VIOLATION NEWS SERVICE

Southern Pacific operates one of America's largest transportation companies. It's a 24-hour-a-day, seven-day-a-week operation and at any given moment its employees are spread across every corner of the nation.

Railroading can be a dangerous job. SP estimates that railroads transport 85 percent of this na-

tion's hazardous material. Just one mistake can wipe out many lives.

For that reason, SP was one of the first major companies to put in place what it calls a tough, substance abuse prevention program, including drug testing of employees in positions where safety was an issue.

Robert W. Taggart, vice president of public affairs at SP, said that prior company policy basically called on supervisors to rely on

"The unions knew that (substance abuse) was going on so they really didn't fight (testing). And when management submitted to the tests, that muted any potential argument of a double standard."

"You have to look no further than the 1987 Conrail crash, which killed 16 people and injured more than 170. The investigation found drug use by one of the principal engineers," he said.

SP began testing in 1984
 SP launched its program in August 1984, testing 370 switchmen and brakemen. Nearly 23 percent tested positive.

But the first full year the program was in effect — 1985 — 1,388 workers were tested and only 11.6 percent tested positive. Clearly, employees were getting the message. By 1988, the rate plunged to 5.3 percent.

But the real payoff to the testing came in the reduction of serious injuries on the job. The personal injury rate at SP has dropped by more than 50 percent since 1981 — the last full year before testing was introduced.

In addition the number of train accidents caused by human error fell from 911 in 1983 to 96 in 1988, Taggart said.

Where SP was once one of the few companies instituting a wide-ranging drug and alcohol program, hundreds of companies are taking similar steps today.

Perhaps the leader in the field has been Hoffmann-La Roche, which last year brought several hundred corporate executives together in Washington for the first national conference to develop policies, implement drug education and counseling programs and to provide employee assistance.

The movement spread to the West Coast last week with 150 executives gathering in San Francisco to participate in a one-day workshop on the drug abuse problem. "Practically no one disagrees on the potential problems resulting from drug and alcohol abuse in the workplace. Instead most of the legal fight has been over the testing programs."

But much of the opposition's fight may have been shattered in March when the Supreme Court in its first ruling on the constitutionality of drug testing on the job, gave the government broad power to test employees who are entrusted with public safety or sensitive information.

Although the ruling did not directly affect most private employment, the decisions will likely encourage private employers to im-

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Item 2 - File 97-89-17.1

Note: This item was continued from the January 8, 1990 Governmental Operations Committee meeting.

1. The proposed ordinance would amend Section 16.61-1 of the San Francisco Administrative Code by adding Subsection F which would implement procedures to allow the City to "pick-up" employee contributions to the City and County of San Francisco Employees Retirement System as authorized by Internal Revenue Code Section 414(h)(2).

2. Under the present Retirement System, in addition to the City's (employer's) contribution to the Retirement System, most City employees also contribute 7.5 percent of the employee's gross pay to the Retirement System. However, although the employee contribution is mandatory and is computed based on gross pay, the deduction for the employee's contribution is made after the computation of Federal and State income taxes. Thus the employee pays Federal and State income tax on money that is subsequently deducted from the employee's pay as a mandatory deduction.

3. In October of 1989, the Board of Supervisors adopted legislation (File 97-89-17) which amended the Administrative Code by adding Section 16.61-1, 16.61-2 and 16.61-3 to authorize the City to "pick-up" employee contributions to the Employees Retirement System. Under the provisions of this legislation the City designated, for the purpose of deferring income tax in accordance with the Internal Revenue Code, that the employee contribution is the employer contribution and, therefore, not subject to taxation (income tax) when the contribution is made. Instead, the employee's contribution (now considered the employer's contribution) would be subject to taxation when paid to the employee as a retirement benefit after the employee has retired. The result of the "pick-up" of the employee's contribution is an increase in the employee's take-home pay and no financial liability to the City. The employee's income tax liability is deferred to a later date at the time of retirement.

4. The proposed ordinance would further clarify provisions relating to the implementation of City "pick-up" of employee contributions to the City and County retirement system. For employer "pick-ups" under Section 414(h)(2) of the Internal Revenue Code, the IRS requires that employees not be given a choice between the employer "pick-up" and direct receipt of the contribution. This is stated in Section 16.61-1(C) of the Administrative Code. However, because most City employees have an option to make a retirement contribution at either the full rate or at a reduced rate, and to switch freely between the two options at any time, there are additional complications in complying with Section 16.61-1(C). Those City employees that are eligible to contribute at a reduced rate would be employees who are covered by provisions of the Federal Social Security Act (the reduced rate of contribution is calculated by taking the employee's rate of contribution and subtracting the difference between the employee's Social Security and Medicare withholding tax). This includes all City employees except primarily Police and Fire Department employees.

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5. Therefore, under the proposed ordinance, those employees that are eligible to contribute at a reduced rate would be provided a one-time irrevocable election: 1) they may choose to have the full contribution "picked-up" with no chance to voluntarily reduce the amount of such contribution, or 2) they may choose to have only the reduced-rate portion of the contribution "picked-up" while retaining the option whether or not to make additional contributions on a post-tax basis.

Comment

Mr. Kieran Murphy of the Employees Retirement System states that the proposed ordinance would not result in any significant additional cost to the Employees Retirement System. Mr. Murphy indicates that only minimal, new administrative costs would result from the proposed ordinance which would be absorbed in the budget of the Employees Retirement System.

Recommendation

Approve the proposed ordinance.

Item 3 - File 146-89-68

Note: This item was continued from the December 18, 1989 Governmental Operations Committee meeting. This item is related to Files 101-89-59 and 102-89-23, which were approved by the Finance Committee on January 3, 1990, and are to be considered by the Board of Supervisors on January 16, 1990.

Department: Department of Public Health (DPH), Homeless Office

Item: Resolution authorizing DPH, as sub-grantee, to accept and expend a Federal grant.

Amount: \$929,139

Source of Grant: Federal Public Health Services, McKinney Homeless Assistance Grant

Grant Period: January 1, 1990 to December 31, 1990

Project: Homeless Primary Care and Substance Abuse Services

Project Description: The proposed grant would fund the City's share of a collaborative effort between the DPH, which is the sub-grantee, and the San Francisco Community Clinic Consortium (SFCCC), prime grantee. DPH is the sub-grantee because SFCCC had a prior arrangement for similar services with the Federal government. The program provides comprehensive primary health care, social services and substance abuse services to homeless persons in San Francisco through a network of eight community-based health clinics, including the City-operated Tom Waddell Clinic. During 1990, the project will expand to include services to homeless people with HIV disease and tuberculosis, those in need of podiatry and dermatological services, and specialized services to families, women, youth and seniors.

The proposed grant would fund DPH medical and dental care, social services and mental health services, and contractual services with (a) Bayview Hunters Point Foundation (BVHP) for the provision of mental health services, (b) 18th Street Services for substance abuse services and (c) the California College of Podiatric Medicine for podiatry services. These contractors, who are the current service providers for this program, would be

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awarded the contracts on a sole-source basis due to the unique nature of the services.

**# of Persons to
be Served:**

Approximately 5,000 unduplicated clients, or 12,000 encounters with clients, during 1990.

Project Budget:

Grant Budget

	<u>FTE</u>	
<u>Civil Service Personnel</u>		
Data Entry Operator	1.0	\$24,078
Nurse Practitioner	4.0	212,472
Senior Medical Social Worker	1.0	49,140
Medical Social Worker	2.0	73,528
Medical Records Technician	0.5	14,976
Clinical Psychologist	<u>0.2</u>	<u>9,542</u>
Subtotal Civil Service	8.7	\$383,736
Mandatory Fringe Benefits		111,283

Contractual Services

Bayview Hunters Point Foundation

Team Coordinator	1.0	\$31,247
Case Manager/Therapist	2.0	53,434
Outreach Workers	6.0	140,868
Psychiatrist	<u>0.35</u>	<u>28,794</u>
Subtotal	9.35	\$254,343

Fringe Benefits	50,869
Indirect Costs	<u>20,958</u>
Subtotal	326,170

18th Street Services/BVHP

Youth Outreach Worker	1.0	26,800
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California College of Podiatric

Medicine

Podiatrist	0.2	12,000
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Travel (one national conference)	\$ 650
Supplies	30,000
Dental Laboratory	10,000
Telephones	2,000
Beeper	1,500
Emergency Food, Clothing and Transportation	20,000
Data Processing Services	<u>5,000</u>

Total Grant Budget \$929,139

Local Match 464,570

Total Project Budget \$1,393,709

Indirect Costs: None

Required Match: \$464,570, or 33 percent match of total project costs, \$65,177 of which is included in DPH's 1989-90 budget and \$399,393 of which will be funded by monies yet to be identified.

Comments: 1. The proposed grant amount of \$929,139 is \$337,332 or 57 percent more than the \$591,807 received in 1989. Mr. Fred Milligan of DPH reports that the 1990 grant request includes maintenance of previous year services plus cost-of-living increases and 5.35 FTE positions, which are part of the Homeless Primary Care and Substance Abuse Services program but are currently funded by Robert Wood Johnson Foundation grant monies. Mr. Milligan indicates that the Robert Wood Johnson Foundation money is being phased out, and therefore DPH is requesting Federal monies to supplant the private foundation money. The Robert Wood Johnson Foundation-funded positions, included in the 1990 Federal grant request, are as follows:

	<u>FTE</u>
Civil Service Personnel	
Nurse Practitioner	1.0
Medical Social Worker	1.0
Bayview Hunters Point Foundation Contract	
Team Coordinator	1.0
Case Manager/Therapist	2.0
Psychiatrist	<u>0.35</u>
Total FTE	5.35

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2. As noted earlier, the proposed grant requires a 33 percent local match of \$464,570, \$65,177 of which is included in DPH's 1989-90 budget and \$399,393 of which is to be funded by sources yet to be identified. The DPH has requested a supplemental appropriation and salary ordinance amendment for \$167,108 of the \$399,393 unidentified funds to fund four new positions to be added to DPH, medical services contracts and other related costs for fiscal year 1989-90 (Files 101-89-59 and 102-89-23). According to Mr. Milligan, the DPH anticipates requesting the remainder of \$232,285 of the unidentified funds (\$399,393 less \$167,108) in the DPH's FY 1990-91 budget. Mr. Milligan indicates that approval of the supplemental appropriation, which was approved by the Finance Committee on January 3, 1990, and is to be considered by the Board of Supervisors for the first reading on January 16, 1990, is required before the DPH may accept and expend the proposed grant funds of \$929,139.

3. On December 18, 1989 the Governmental Operations Committee amended the title of the proposed resolution (this item) to include reference to the \$464,500 required match.

4. The proposed supplemental appropriation ordinance and salary ordinance amendment (Files 101-89-59 and 102-89-23) were approved by the Finance Committee at its meeting of January 3, 1990 and are to be considered by the Board of Supervisors for first reading on January 16, 1990. The Budget Analyst commented in that report that a number of questions regarding the Program remain unresolved. Specifically, Mr. Robert Prentice has indicated that the DPH is not certain whether they will receive the entire \$929,139. The Budget Analyst reported to the Finance Committee that if the amount of the grant award is less than \$929,139, the DPH would need less than the \$167,108 requested in the proposed Supplemental Appropriation (File 101-89-59). Therefore, the Budget Analyst recommended that the DPH should be required to submit a revised budget to the Finance Committee pending determination of the actual grant match required. In addition, the Budget Analyst reported to the Finance Committee that approval of the supplemental appropriation could increase the Healthcare for the Homeless Program by 50 percent, and therefore the increase was a policy matter for the Board of Supervisors. Finally, the Budget Analyst could not make recommendations on the proposed supplemental appropriation ordinance (File 101-89-59) and salary ordinance amendment (File 102-89-23) because accounting for carry-forward funds from the Robert Wood Johnson Foundation and Episcopal Diocese has not yet been determined.

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Recommendation: Approval of the proposed resolution is a policy matter for the Board of Supervisors because the Supplemental Appropriation Ordinance (File 101-89-59) needed for the required match has not yet been approved by the Board of Supervisors.

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Item 4 - File 27-89-11

Department: Airports Commission

Proposed Action: Ordinance approving the second option to extend a lease between United Airlines and the City operating by and through the Airports Commission pursuant to Section 7.402 of the Charter.

Purpose of Lease: Leased space is used for aircraft parking and as a site for United's administration building. The lease is based on a land only rental rate.

Lessee: United Airlines, Inc.

Number of Acres and Revenue/Month: Plot 5 of the Airport (located near the entrance of the Airport) consisting of 6.82 acres @ \$42,000 per acre per year.

Annual Revenue: \$286,440

% Increase of Current Lease: 52.7%. Under the existing lease, United Airlines is paying \$27,503 per acre for Plot 5 for an annual total of \$187,572 as opposed to the proposed annual revenues of \$286,440.

Term of Lease: Four years and seven months lease from May 1, 1989 to November 30, 1993.

Description: The original term of the lease between the Airport and United Airlines for Plot 5 was for a twenty-year period commencing in 1959 with United Airlines having two options to extend the lease. United Airlines exercised its first ten year option in 1979 and now has given notice of their intent to exercise their second option to extend the lease to November 30, 1993.

Comments: 1. The provisions of the lease between United Airlines and the Airport states that the rental rate for the option period shall be such an amount as is mutually agreed upon between the Airport and United Airlines. United has received notification of the new rental rate. The Real Estate Department has determined that the \$42,000 per acre per year rent represents fair market value of Plot 5.

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2. The proposed ordinance would approve the lease between the Airport and United Airlines retroactively to May 1, 1989. If the ordinance is approved, United Airlines would be billed the \$14,497 per acre difference (\$42,000 - \$27,503) retroactive to May 1, 1989.

3. Ms. Angela Gittens of the Airport reports that the Airport's 1989-90 Budget included an anticipated ten percent increase in United's lease for Plot 5. The difference in revenues between the proposed lease and the revenues already budgeted by the Airport would result in \$60,085 in additional revenues for the Airport in fiscal year 1989-90.

Recommendation: Approve the proposed ordinance.

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Item 6 - File 43-89-1

Department: Department of Public Health (DPH), Community Substance Abuse Services

Item: Resolution authorizing the Department of Public Health to enter into agreements with Chemical Awareness and Treatment Services, Inc. and Mission Council on Alcohol Abuse for the Spanish Speaking, Inc.

Agreement Period: July 1, 1989 through June 30, 1990

Description: Under the agreements with DPH, Chemical Awareness and Treatment Services and Mission Council on Alcohol Abuse for the Spanish Speaking provide program services to San Francisco residents convicted of multiple offenses for driving-under-the-influence of alcohol and/or drugs. These services include, education, group therapy and individual counseling. Program goals are to (1) protect the public safety by lowering the recidivism rate for drivers convicted of multiple driving-under-the-influence offenses and (2) provide program clients with an opportunity for personal growth and change through education, therapy and counseling. Client referrals are received from San Francisco courts and, provided the client is a San Francisco resident, courts in other jurisdictions.

The agreements with Chemical Awareness and Treatment Services and Mission Council on Alcohol Abuse for the Spanish Speaking do not entail any financial costs to the City. The two programs are reimbursed for their services by client fees. A total of approximately \$31,360 in client fees are received monthly by the two programs. The proposed agreements provide that the City is to receive a contract monitoring fee of five percent of the actual client revenues received monthly by each program. The City receives a total of approximately \$1,568 per month from both programs, for an annual total of \$18,816.

Comment: Mr. Michael Hart of DPH, reports that State law requires that community agencies enter into a formal agreement with their local governmental agency, in order to provide the above noted services to persons convicted of driving-under-the-influence. The City then charges the agency a five percent monitoring fee.

Recommendation: Approve the proposed resolution.

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Item 7 -File 144-89-1

Department: Port of San Francisco

Item: Resolution authorizing the Executive Director of the Port to apply for and accept loan funds from the California Coastal Conservancy to repair earthquake related damages and other improvements on Pier 45 consistent with the development of the Fisherman's Wharf Seafood Center Project.

Source of Loan: California Coastal Conservancy

Amount: \$20,000,000

Description: The Port of San Francisco is requesting authorization to apply for up to \$20,000,000 from the California State Coastal Conservancy to cover earthquake damage repair and other improvements to Pier 45 which are consistent with the Fisherman's Wharf Seafood Center project. The California State Coastal Conservancy is mandated by the State Legislature to provide financial assistance for urban waterfront restoration and to assist with the development of the commercial fishing industry.

The recent earthquake resulted in extensive damage to Pier 45, requiring extensive repairs to three of the four sheds (A, B and C), and the temporary relocation of its tenants. At the present time, over 75 percent of Pier 45 is closed and security guards are stationed on the property to prevent access. Temporary repairs have been made to Shed D to permit its continued use until permanent repairs can be made.

The proposed funds would be used for emergency repairs, harbor improvements (construction of 88 new berths for commercial fishing vessels), additional repairs and upgrades, site improvements and public access (see attached schematic) as follows:

Emergency Repairs

Shed A (Fish Industry and Parking)	\$ 2,212,402
Shed B (Fish Handling)	3,972,814
Shed C (Fisheries Institute)	2,621,022
Shed D (Fish Handling)	<u>4,319,726</u>
Subtotal	\$13,125,964

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Harbor Improvements

(including public access on Hyde Street
Pier)

Berths	\$2,183,888
Pier excluding Public Access	2,197,141
On shore utilities and site work	209,360
Harbor Function Buildings	458,898
Public Access Buildings	196,690
Public Access Open Space	<u>1,263,278</u>
Subtotal	<u>\$6,509,255</u>

Additional Repairs and Upgrades

Parking Equipment including gates and collection booth	\$11,770
Painting of Building Interiors and Exteriors	<u>367,079</u>
Subtotal	<u>\$378,849</u>

Site Improvements

Truck Turnaround and Valley Paving	\$409,200
Storm Water Collection and Treatment System	210,000
Loading Docks and Doors	178,290
West Apron Repairs	213,000
Site Lighting	<u>193,545</u>
Subtotal	<u>\$1,204,035</u>

Public Access

East Apron	\$590,860
North Pier	1,282,405
Pier 47A	288,400
Chapel Plaza	<u>107,600</u>
Subtotal	<u>\$2,269,265</u>

Total Estimated Costs \$23,487,368

The Port is working with the Federal Emergency Management Agency (FEMA) and the State Office of Emergency Service (OES) to determine the extent of Emergency Repairs and the correction of code violations totalling an estimated \$13,125,964 that are eligible for Federal and State reimbursement. Costs associated with Harbor Improvements, Additional Repairs and Upgrades, Site Improvements and Public Access are not eligible for FEMA and OES reimbursement and would be financed from the California Coastal Conservancy loan. According to Mr. Paul Jacks, OES Program Coordinator, FEMA will reimburse the Port 75 percent of the eligible repair work caused by the earthquake and the State OES will reimburse

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the Port 25 percent of this repair work as identified in the damage study report. Therefore, total reimbursement of eligible costs would be 100 percent.

Port staff has indicated that limited use of Pier 45 has significantly impacted the San Francisco commercial fishing industry, and that its restoration fulfills an urgent need. If the emergency repairs do not bring the pier up to current code requirements, the Port will not be able to let the tenants re-occupy the areas now closed.

Comments:

1. According to Ms. Sanchez of the Port staff, there are continuing negotiations with FEMA and the State OES as to the total eligible amount of the Federal and State reimbursements for the earthquake repairs and correction of code violations for Pier 45. The Port is hopeful that all such items are eligible and that the Port will receive 100 percent reimbursement of the estimated cost of \$13,125,964 in emergency repairs.

2. If the Port is successful in obtaining reimbursement of \$13,125,964 for the emergency repairs, then the anticipated sources of funding for the Pier 45 project would be as follows:

Reimbursements for Earthquake Relief	\$13,125,964
California Coastal Conservancy	
(Resolution 373-88) *	300,000
California Department of Boating and	
Waterways (Resolution 374-88) *	3,000,000
Port Contribution (unappropriated revenues)	<u>187,368</u>
Subtotal	\$16,613,332
 Additional funds needed	 <u>6,874,036</u>
 Total Project Costs	 \$23,487,368

* Both resolutions were previously approved by the Board of Supervisors on May 23, 1988, authorizing the Port to apply for \$3,300,000 (\$300,000 + \$3,000,000) in State loans to assist in the development of the Pier 45 harbor improvements estimated to cost \$6.6 million. At that time, the Port expected to spend \$3.3 million of its unappropriated revenues to fund the remaining portion of the \$6.6 million estimated costs for the proposed harbor improvements.

3. If the Port does not receive reimbursements from FEMA and OES for emergency repairs and the correction of code violations, the sources of project funds would be as follows:

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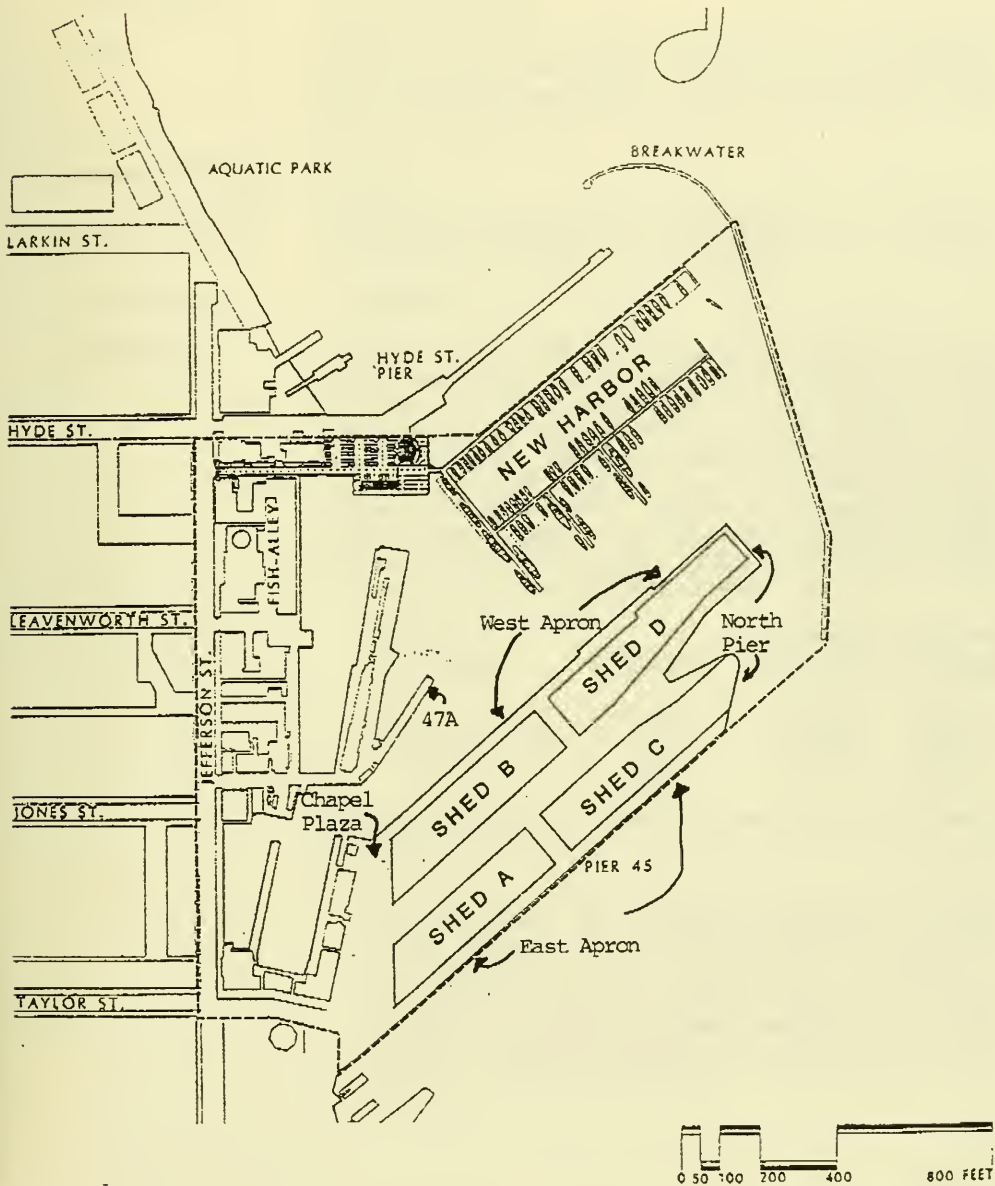
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California Coastal Conservancy (Resolution 373-88)	\$300,000
California Department of Boating and Waterways (Resolution 374-88)	3,000,000
Port Contribution (unappropriated revenues)	<u>187,368</u>
Subtotal	\$3,487,368
 Current Request	 <u>20,000,000</u>
	\$23,487,368

4. Since Federal and State reimbursements related to the earthquake may total \$13,125,964, the need for additional California Coastal Conservancy funds, currently estimated to be \$6,874,036, may be substantially less than the \$20,000,000 amount contained in the proposed legislation. Therefore, the Port is requesting that the proposed resolution be continued until the Port is advised by FEMA and OES regarding the total amount of emergency repair reimbursements. At that time, the Port plans to amend the amount of funds to be requested from the California Coastal Conservancy and identify information on the loan's interest rates and the Port's annual debt service.

Recommendation: Continue the proposed resolution to the call of the Chair as requested by the Port.

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Item 8 - File 144-89-2

Department: Port of San Francisco

Item: Resolution authorizing the Executive Director of the Port to apply for and accept grant funds from the California Department of Transportation for the improvements to the Port's Passenger Ferry Facilities.

Amount of Grant: \$645,000

Source of Grant: California Department of Transportation (CalTrans) Transit Capital Improvement Program.

Grant Period: Unspecified

Description: The Port of San Francisco has submitted a Transit Capital Improvement grant application to CalTrans to make physical improvements to the San Francisco Ferry Terminal, including Piers 1/2 and 1. The improvements will accommodate additional passenger service, including more vessels and ferry passengers from Marin County, Vallejo, and the East Bay. The number of passengers using ferry services prior to the earthquake of October 17, 1989, during the period of the Bay Bridge closure and after the reopening of the Bay Bridge is as follows:

<u>Number of Passengers</u>	<u>Pre-Quake</u>	<u>Bay Bridge Closed</u>	<u>Bay Bridge Re-Opened</u>
Marin/Vallejo	6,250	10,500	7,300
East Bay Locations	<u>0</u>	<u>10,500</u>	<u>3,500</u>
Total	6,250	21,000	10,800

Major anticipated improvements (see attached schematic) will include:

- Pier 1/2 (the existing 'Ferry Float') will be improved to increase vessel and passenger capacities. Existing docking facilities will be secured by the Port for common use, and replaced with a larger float and ramps to accommodate additional traffic. Permanent passenger services (ie., ticketing facilities, queuing areas, waiting shelters, restrooms, phones, informational/directional signage, etc.) will be installed.

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- Pier 1 will be converted to a full-service passenger terminal. An existing layover berth and two temporary passenger landing berths will be upgraded to provide permanent and expanded service characteristics. Floats at the temporary berths will be secured for common use. Lighting and utilities will be enhanced. Passenger queuing areas and other passenger services will be installed on the pier.
- Access to the terminal from the San Francisco Financial District and city/regional transit will be enhanced. Curbs, sidewalks and crosswalks will be rebuilt and marked to provide for adequate bus stops, shuttle drop-off/pick-up areas and pedestrian/vehicular traffic control. New directional and informational signs will be installed. General landscaping will be introduced.
- In order to accomplish these improvements, the Port intends to buy back existing lease agreements which the Port maintains with tenants in the project area, and to secure control of docking facilities, either by purchase or lease/purchase option from current owners.
- When complete, the Port will lease landing rights and other uses of the terminal facilities to ferry operators and providers of passenger services (ie., food services, phones, etc.)

Grant Budget:

The estimated costs to improve the Port's Passenger Ferry Facilities and the proposed source of funding are as follows:

Site Improvements (Shelter, Ticketing, Drop-Offs, etc.)	\$538,000
Acquisition of Docking Facilities (Floats, Ramps, Utilities)*	225,000
Loss of Parking Revenue during 2-year period	270,000
Administration	103,000
Contingency	<u>154,000</u>
Total Project Cost	\$1,290,000

Less Local Match

SF Prop "B" one half of one percent sales tax revenues	\$100,000
Regional Measure 1 Bridge Toll revenues	275,000
Port revenues	<u>270,000</u>
Total Local Match	<u>645,000</u>

Amount of proposed TCI Grant \$645,000

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* This includes the purchase of three existing ferry floats/ramps at Pier 1/2 and the north apron of Pier 1 from the Red & White Fleet. This would permit the Port to manage the ferry docking facilities to insure that all ferry operators in the Bay would have access to the primary San Francisco Ferry facilities.

Local Match:

SF Prop. "B" - This is a local one half of one percent sales tax to be applied to transportation-related projects in San Francisco. It was approved by the voters in November 1989, and included \$100,000 earmarked for ferry terminal development at the Port.

Regional Measure 1 - This was approved by the voters in November 1988, raising bridge tolls on all Bay Area bridges to \$2.00/car. A certain amount of the funds were set aside for ferry terminal and service development. Estimated funds of \$275,000 would be allocated to the Port through the East Bay communities which are advocating ferry service.

Port - It is proposed in the application that the Port's lost revenues estimated at \$270,000 (from parking stalls, identified above) be counted as a credit in the formula for a local match. In effect, the Port has identified this as a cost of the project, and would absorb that cost as a local contribution if the project is to proceed.

Comments:

1. Of the three sources of the local match, only the \$100,000 from Prop "B", earmarked for ferry terminal development, is secure. The Regional Measure 1 funds totalling \$275,000 must be approved by the East Bay communities supporting ferry service, and the Port's anticipated lost parking revenues totalling \$270,000 must be approved by CalTrans as a credit in the proposed grant application's formula for a local match. If these local funding sources are not approved, the Port has the option to withdraw the application.

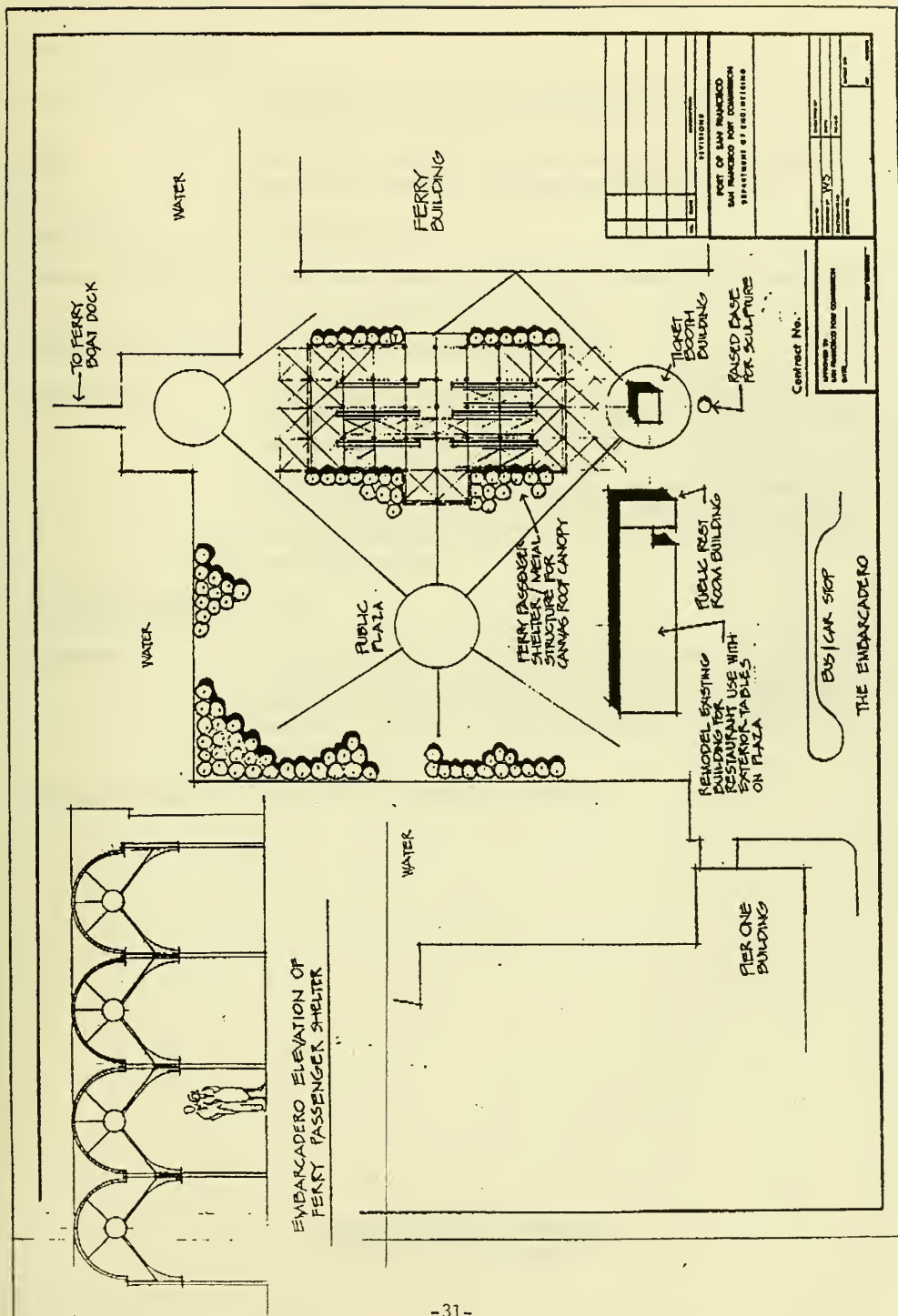
2. The Port has already submitted the application to improve the Ferry Terminal to meet the State deadline of December 1, 1989. According to the Port, the State Legislature only amended the Transit Capital Improvement Program to include passenger ferries and terminals as eligible projects just shortly before the earthquake. After the earthquake, CalTrans announced it would accept ferry terminal improvement proposals up to December 1, 1989, which allowed the Port only about three weeks to prepare and submit its proposal.

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Recommendation: Approve the proposed resolution.

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Item 9 - File 146-90-1

Department: Department of Public Health (DPH), Community Public Health and Community Mental Health Services

Item: Resolution authorizing the Department of Public Health to accept and expend a continuation State allocation.

Amount: Up to \$550,000

Source of Funds: State Department of Health Services, State Legalization Impact Assistant Grant (SLIAG)

Term of Allocation: July 1, 1989 through June 30, 1990

Description: This State allocation would provide reimbursement to the City for the provision of public health services to persons who are legalized aliens under the provisions of the Immigration Reform and Control Act of 1986 (IRCA). The State reimburses the City for the provision of these public health services, based on DPH's submission of quarterly cost reports for unreimbursed net costs (expenditures minus revenues).

Required Match: None

Comment: This would be the third year of funding for this State allocation. DPH included SLIAG funds as revenues in its 1989-90 budget in the estimated amount of \$300,000 and expects to receive reimbursements in excess of that amount.

Recommendation: Approve the proposed resolution.

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Item 10 - File 68-89-5.1

Department: Mayor's Criminal Justice Council (MCJC)

Item: Release of reserve on grant funds.

Amount: \$352,131

Description: The Board of Supervisors previously approved a resolution (File 68-89-5) authorizing the Mayor's Criminal Justice Council (MCJC) to apply for, accept and expend AB 90 Program funds totalling a minimum of \$757,396 and a maximum of \$1,735,591 from the California Youth Authority for the 1989-90 "County Justice System Subvention Program" (CJSSP). AB 90 Program funds are used to finance juvenile and adult justice programs, to reimburse the City and County for certain State mandated costs and to fund planning and coordinating activities. Fiscal Year 1989-90 will be the twelfth year of funding for this program.

The Governmental Operations Committee reserved the budgeted grant funding allocation for MCJC planning, administration and monitoring because MCJC was not able to provide proposed expenditure details at that time. The amount reserved ranged from \$159,230, based on the Governor appropriating AB 90 monies at approximately 44 percent of the 1988-89 level, to \$364,877, based on a 100 percent of 1988-89 funding level. MCJC reports that the final total State AB90 allocation was \$1,676,795, including \$352,131 for MCJC, or approximately 96.5 percent of the 1988-89 level. In comparison with the 1988-89 AB 90 grant, MCJC has allocated the final State AB 90 grant for 1989-90 as follows:

	<u>1988-89</u> <u>Grant</u>	<u>1989-90</u> <u>Grant</u>
<u>Public Agencies</u>		
MCJC Planning, Administration and Monitoring	\$364,877	\$352,131
Adult Probation Intensive Supervision Unit (ISU)	520,645	502,458
Public Defender Casework Preparation Program	<u>98,625</u>	<u>95,180</u>
Subtotal	<u>\$984,147</u>	<u>\$949,769</u>

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	1988-89 <u>Grant</u>	1989-90 <u>Grant</u>
<u>Private Non-Profit Agencies</u>		
Legal Services for Children	\$113,482	\$109,518
Chinatown Youth Center	146,746	141,620
San Francisco Educational Services	152,744	147,408
Central City Hospitality House	101,336	97,796
Catholic Charities - Mission District	27,929	26,953
Morrisania West	156,768	151,292
Matching funds for Juvenile Justice Delinquency Prevention Program (JJDP)	<u>\$ 52,439</u>	<u>\$ 52,439</u>
Subtotal	<u>\$ 751,444</u>	<u>\$727,026</u>
 Total	 <u>\$1,735,591</u>	 <u>\$1,676,795</u>

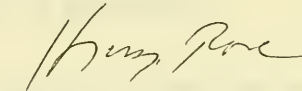
MCJC has developed a detailed budget for expenditure of AB 90 grant funds for MCJC planning, administration and monitoring as follows:

Salaries	FTE	
1 - Deputy Mayor for Public Safety	0.40	\$37,783
1 - Director	0.65	39,377
3 - Program Manager	1.80	99,356
3 - Criminal Justice Specialist III	2.10	80,262
1 - Criminal Justice Specialist I	0.70	21,476
1 - Transcriber Typist	0.70	17,163
1 - Clerk Typist	<u>0.30</u>	<u>8,089</u>
Total - Salaries	6.65	\$303,506
 Fringe Benefits		20,065
Travel		1,000
Membership Fees`		60
Materials and Supplies		8,500
Telephone		7,500
Equipment Maintenance		2,000
Copier Rental		6,000
City Mail Service		2,000
Reproduction		<u>1,500</u>
Total		\$352,131

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Governmental Operations Committee
January 16, 1990 Governmental Operations Committee Meeting

Recommendation: Release the reserve on AB 90 grant funding in the amount of \$352,131 for MCJC planning, administration and monitoring.



Harvey M. Rose

cc: Supervisor Gonzalez
Supervisor Hsieh
Supervisor Alioto
President Britt
Supervisor Hallinan
Supervisor Hongisto
Supervisor Kennedy
Supervisor Maher
Supervisor Nelder
Supervisor Walker
Supervisor Ward
Clerk of the Board
Chief Administrative Officer
Controller
Carol Wilkins
Stacy Becker
Ted Lakey

BOARD OF SUPERVISORS
BUDGET ANALYST

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Actions
Taken

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BOARD OF SUPERVISORS
CITY AND COUNTY OF SAN FRANCISCO

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JAN 22 1990

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TUESDAY, JANUARY 16, 1990 - 10:00 A.M.

ROOM 228, CITY HALL

PRESENT: SUPERVISORS GONZALEZ, HSIEH, ALIOTO

CLERK: GAIL JOHNSON

1. File 64-89-43. [Lease of Real Property] Resolution authorizing a new lease of real property at 1360 Mission Street for Department of Public Health (offices for the Employee Assistance Program). (Real Estate Department)
(Continued from 1/8/90)

ACTION: Recommended. (Supervisor Hsieh Dissenting) (TO BOARD AS A COMMITTEE REPORT FOR CONSIDERATION ON JANUARY 16, 1990.)

2. File 97-89-17.1. [Retirement Benefits] Ordinance amending Administrative Code by amending Section 16.61-1 relating to "pick-up" of employee contributions to the City and County retirement system, by adding subsection f, which will implement employer "pick-up" of employee contributions to the City and County retirement system, as permitted by Internal Revenue Code Section 414(h)(2) and as authorized by Charter Section 8.500, as amended in November, 1988. (Supervisor Hallinan)
(Continued from 1/8/90)

ACTION: Amended on page 1, line 4, by inserting "amending subsection e to allow the City to increase, reduce or eliminate the 'pick-up' subject to meet and confer where legally appropriate, and by" following "by"; and on page 3, line 28, by inserting "subject to meet and confer where legally appropriate" following "eliminate". Recommended as amended.
New title: "Amending Administrative Code by amending Section 16.61-1 relating to 'pick-up' of employee contributions to the City and County retirement system, by amending subsection e to allow the City to increase, reduce or eliminate the 'pick-up' subject to meet and confer where legally appropriate, and by adding subsection f, which will implement employer 'pick-up' of employee contributions to the City and County retirement system, as permitted by Internal Revenue Code Section 414(h)(2) and as authorized by Charter Section 8.500, as amended in November, 1988."

3. File 146-89-68. [Grant - Federal Funds] Resolution authorizing the Department of Public Health, Homeless Office, to accept and expend as sub-grantee, in collaboration with the San Francisco Community Clinic Consortium as prime grantee, a grant from the Federal Public Health Services for the period of January 1, 1990 to December 31, 1990, in an amount of \$929,139, for the provision of primary health services and substance abuse services to homeless individuals, and providing for matching funds in the amount of \$464,570. (Mayor)

ACTION: Hearing held. Continued to January 22, 1990 meeting.

4. File 27-89-11. [Airport-Airline Extension of Ground Leases] Resolution approving exercising the second option to extend the lease of Plot 5 between United Airlines, Inc. and the City and County of San Francisco, acting by and through its Airports Commission. (Airports Commission)

ACTION: Recommended.

5. File 40-89-23. [Parking of Vehicles] Resolution extending the boundaries of Residential Permit Parking area "S" in the Duboce Triangle area and adding to the list of streets upon which time limitations shall apply. (Department of Public Works)

ACTION: Recommended.

6. File 43-89-1. [Multiple Offense Driving Under the Influence of Alcohol/Drugs Agreement] Resolution authorizing the Department of Public Health, Community Substance Abuse Services, to enter into agreements with Chemical Awareness and Treatment Services, Inc. and Mission Council on Alcohol Abuse for the Spanish Speaking, Inc., for the provision of services to persons convicted of multiple offense driving under the influence of alcohol and/or drugs for the term July 1, 1989 through June 30, 1990. (Department of Public Health, Community Substance Abuse Services)

ACTION: Recommended.

7. File 144-89-1. [Grant and/or Loan of State Funds] Resolution authorizing the Executive Director of the Port to apply for and accept funds from the California Coastal Conservancy to repair earthquake related damages on Pier 45 consistent with the development of the Fisherman's Wharf Seafood Center Project. (Port Commission)

ACTION: Hearing held. Continued to Call of the Chair.

8. File 144-89-2. [Grant - State Funds] Resolution authorizing the Executive Director of the Port to apply for and accept funds in the amount of \$645,000 from the California Department of Transportation for the improvements to the Port's Passenger Ferry Facilities. (Port Commission)

ACTION: Amended as follows:

On line 2, by inserting "and to apply for, accept and expend funds in the amount of \$180,000 from the Metropolitan Transportation Commission" following "Transportation"; at the end of line 13, by inserting "WHEREAS, The Metropolitan Transportation Commission in the aftermath of the earthquake is making available funds from bridge toll monies to provide for the installation of temporary and emergency improvements to protect ferry passengers."; at the end of line 29, by inserting "and to apply for, accept and expend funds in the amount of \$180,000 from the Metropolitan Transportation Commission."

Recommended as amended. New title: "Authorizing the Executive Director of the Port to apply for and accept funds in the amount of \$645,000 from the California Department of Transportation and to apply for, accept and expend funds in the amount of \$180,000 from the Metropolitan Transportation Commission for the improvements to the Port's Passenger Ferry Facilities."

9. File 146-90-1. [Grant - State Funds] Resolution authorizing the Department of Health, Central Office, Community Public Health and Community Mental Health Services, to accept and expend in Fiscal Year 1989-90 funds up to \$550,000 from the State Department of Health Services, State Legalization Impact Assistance Grant (SLIAG) for unreimbursed public health care costs of persons who are legalized pursuant to the provisions of the Immigration Reform and Control Act (IRCA). (Department of Public Health)

ACTION: Recommended.

10. File 68-89-5.1. To consider release of reserved funds, Mayor's Criminal Justice Council, in the amount of \$352,131 for administrative operations. (Mayor)

ACTION: Hearing held. Release of \$352,131 recommended. Filed.

11. File 93-90-1. [Memorandum of Understanding] Resolution ratifying memorandum of understanding with SEIU Local 790 (staff nurse and per diem nurse). (Supervisor Hallinan)

ACTION: Recommended.

CITY AND COUNTY



OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 MARKET STREET, SUITE 1025


SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-7642

January 18, 1990

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JAN 22 1990

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TO:  Governmental Operations Committee

FROM: Budget Analyst

SUBJECT: January 22, 1990 Governmental Operations Committee Meeting

Item 1 - File 97-89-20

Note: This item was continued at the December 18, 1989, Governmental Operations Committee meeting.

Item: Ordinance to amend the Administrative Code by adding Chapter 12G relating to the award of subcontracts by City prime construction contractors to small minority and small women business enterprises (SMBE/SWBE).

Description:

1. Based on the United States Supreme Court's decision in City of Richmond v. Croson, the City Attorney in February, 1989, advised departments and contracting awarding authorities to implement a race- and gender-neutral subcontracting program in place of the then existing race- and gender-conscious program, because the statistical basis for the latter had not been a part of the development of the original MBE/WBE/LBE Ordinance.
2. The Board of Supervisors adopted Ordinance No. 175-89, the MBE/WBE/LBE II Ordinance, on May 22, 1989. That Ordinance, which was subsequently signed into law, contains provisions limiting the application of race- and gender-conscious prime contracting remedies to narrowly defined contracting categories. Those contracting categories have been shown to have a statistically significant variance from the amount of contracting dollars that would be expected to go to minorities and women, based on the availability of such firms in particular contracting categories.

3. The proposed ordinance contains the following five findings with respect to the subcontracting practices of the City's prime contractors, based on oral and written testimony submitted in the MBE/WBE/LBE II Ordinance hearings, the 1983 and 1989 reports of the Human Rights Commission, the 1989 reports of the Budget Analyst, the 1989 report of BPA Economics, Inc., and relying upon the Board's knowledge about the City's compliance with the small minority and small women business contracting program:

a. The evidence before the Board reflecting that small minority and small women owned businesses are receiving City construction subcontracting dollars that are comparable to the availability of such businesses merely reflects that prime contractors competing for City construction contracts were complying with the City's SMBE/SWBE subcontracting program during FY 1987-88.

b. The weight of the testimony and other evidence before the Board indicates that nonminority construction contractors doing business with the City systematically exclude qualified SMBE/SWBE firms from subcontracting opportunities.

c. Race- and gender-neutral measures employed by the City since February 1989 have not prevented the City from being a passive participant in the systematic discrimination against SMBE/SWBE firms.

d. Unless the City takes positive steps to prevent discrimination against SMBE/SWBE firms by the City's prime contractors, the City will become a passive participant in the system of racial- and gender-based exclusion practiced by the City's prime construction contractors.

e. The City's SMBE/SWBE subcontracting program for construction contracts must be continued to prevent the City from once again becoming a passive participant in the systematic exclusion of SMBE/SWBE firms from subcontracting opportunities on City construction contracts.

4. The proposed ordinance contains the following provisions with respect to the policy, scope, definitions, powers and duties of the HRC and its Director, powers and duties of contract awarding authorities, SMBE/SWBE participation goals, monitoring and reporting, compliance, review and implementing instructions:

a. Policy: The City will rely on the relationship between the percentages of SMBE/SWBE firms in the relevant business community sector and their respective shares of City subcontract dollars as a measure of the effectiveness of this proposed ordinance.

b. Scope: The ordinance would apply only to the award of subcontract dollars by the City's prime construction contractors.

c. Definitions: Although the wording may be slightly different on a few of the definitions because of the emphasis on subcontracting as opposed to prime contracting, with the following exceptions, the definitions section is a subset of the definitions section of the MBE/WBE/LBE Ordinance II:

- (1) Back Contracting;
- (2) Economically Disadvantaged;
- (3) Small Minority Business Enterprise (SMBE);
- (4) Small Women Business Enterprise (SWBE);
- (5) Small Woman/Minority Man Business Enterprise (SW/MBE);
- (6) Subcontractor.

d. Powers and Duties: The Human Rights Commission would have the following powers and duties:

- (1) Data collection, analysis and reporting;
- (2) Levying sanctions;
- (3) Amending existing rules and regulations establishing standards and procedures for administering the ordinance.

e. The Director, Human Rights Commission, in addition to the duties and powers given elsewhere, would certify businesses as bona fide SMBE/SWBE firms and be responsible for providing information and assistance to SMBE/SWBE firms.

BOARD OF SUPERVISORS
BUDGET ANALYST

f. City Departments or Contract Awarding Authorities would have the following powers and duties:

- (1) Impose such sanctions or take such other actions as are designed to ensure compliance with the provisions of the ordinance;
- (2) Not award any contract to a person or business who or which is disqualified from doing business with the City under the provisions of the ordinance.

g. All construction contracts would include the following requirements:

- (1) Require, where subcontracting is utilized, that the bidder demonstrate every "good faith effort" to subcontract with SDBE/SWBE firms;
- (2) Require a signed notarized statement declaring the intention to fully comply with the provisions of the Ordinance;
- (3) Incorporate the Ordinance by reference and provide that the failure of any bidder, contractor, or subcontractor to comply with any of its requirements shall be deemed a material breach of contract;
- (4) Incorporate liquidated damages provisions;
- (5) Specify the continuing responsibilities of prime contractors during the term of the contract with respect to fulfilling SDBE/SWBE participation commitments, good faith efforts to utilize SDBE/SWBE firms, urging subcontractors to utilize SDBE/SWBE firms, and maintaining records necessary for monitoring compliance with the provisions of the Ordinance.
- (6) Specify that whenever contract amendments are made which cumulatively increase the total dollar value of the contract by more than ten percent, the contractor shall comply with those SDBE and SWBE provisions of the Ordinance that applied to the original contract with respect to the amendment.
- (7) Prohibit "back contracting" to the prime contractor or higher tier subcontractor for any purpose inconsistent with the provisions of the Ordinance.

BOARD OF SUPERVISORS
BUDGET ANALYST

h. SMBE and SWBE participation goals:

(1) Contracts for construction, the estimated cost of which exceeds \$50,000, would be awarded in accordance with the following standards and procedures:

(a) The Director, HRC, would set the SMBE and SWBE participation goals based on the degree to which such goals would contribute to increasing the participation of SMBEs and SWBEs in City contracts, the level of participation of SMBEs and SWBEs in contracts awarded by other governmental agencies in San Francisco, and the availability of SMBEs and SWBEs that are capable of performing the services required.

(b) Bids and proposals shall identify the particular SMBE/SWBE firms to be utilized in performing the contract, specifying for each the dollar value of the participation, the type of work to be performed, and such information as may reasonably be required to determine the responsiveness of the bid or proposal.

(c) During the term of the contract, any willful failure to comply with the levels of SMBE/SWBE participation identified in the bid or proposal shall be deemed a material breach of contract.

(d) A contracting awarding authority or a department may request the Director to waive the requirements with respect to this section, or to reduce the amount of the SMBE/SWBE goals by submitting the reasons therefore to the Director prior to solicitation of bids or proposals. A contractor may request the contracting awarding authority or department to waive or reduce the amount of the SMBE/SWBE goals by submitting the reasons therefore to the contract awarding authority at the time of the bid or proposal. The Director or the contract awarding authority, as the case may be, shall grant such a waiver or reduction of the SMBE/SWBE goal based on the nature of the work or availability of qualified SMBE/SWBE firms capable of performing the work.

i. Monitoring, Reporting, and Compliance: The requirements and responsibilities covering this subject are essentially the same as those in the MBE/WBE/LBE II Ordinance.

j. Review: The Commission shall review and report to the Board of Supervisors, the Chief Administrative Officer, and the Mayor annually on the extent of SDBE and SWBE participation in City prime construction contracts. If in the opinion of the Commission, the objectives of the Ordinance have been achieved in whole or in part, the Commission shall recommend to the Board of Supervisors that those sections be repealed. The Ordinance shall expire three years from its effective date unless extended by the City.

k. Implementing Regulations: The HRC shall, within 30 days of the enactment of this Ordinance, establish appropriate amendments to the rules, regulations, and procedures adopted and promulgated by the HRC pursuant to Ordinance 139-84. The public and affected agencies shall have the opportunity to provide input to and comment on the amendment to the regulations prior to their formal adoption. The rules and regulations shall provide for administrative procedures that allow a prime construction contractor to establish that the Ordinance's remedial measures should not be applied to the construction industry at the time that SDBE/SWBE participation in construction contracts has reached parity with the available number of SDBE/SWBE firms in the relevant business community and SDBE/SWBE firms no longer suffer from a competitive disadvantage in the construction industry.

Comments:

1. The proposed Ordinance is in a first draft form.

2. Findings one (point 3a.) and two (point 3b.), which are concerned with the degree of participation SMBE/SWBE firms have experienced in construction contracting in the City, as reflected in testimony before the Board of Supervisors, appear to be contradictory. Finding one states that evidence before the Board shows that SMBE/SWBE firms are awarded subcontract dollars that are comparable to the available numbers of SMBE/SWBE firms in the relevant market. Finding two states that evidence presented to the Board reflects that nonminority construction contractors competing for or doing business with the City systematically exclude qualified SMBE/SWBE firms from subcontracting opportunities on City construction contracts.

3. The Budget Analyst was directed to obtain the names and the MBE/WBE status of construction subcontractors on the 20 largest private construction developments within the City, initiated within the last five years. A list of those projects, as obtained from the Bureau of Building Inspection (BBI) of the Department of Public Works, is attached. The list includes the project owner and the names of general contractors, as well as the electrical subcontractors, and plumbing subcontractors, where available. Of the approximately 36 unduplicated electrical and plumbing subcontractors listed, one is a certified MBE -owned firm.

Recommendation: Approval of this proposed ordinance is a policy matter for the Board of Supervisors.

BOARD OF SUPERVISORS
BUDGET ANALYST

<u>Location</u>	<u>Estimated Cost</u>	<u>Owner</u>	<u>Use</u>	<u>General Contractor</u>	<u>Electrical Contractor</u>	<u>Plumbing Contractor</u>	<u>Date Approved</u>
2 New Montgomery	\$50,000,000	KYO-YA Co., Ltd.	Hotel	Stolte, Inc.	McClure Electric Inc.	Scott Co.	Mar 1989
600 Stockton St.	40,000,000	Criswell Development	Hotel	Kajima International	Viking Electric Inc.	Pribuss Engr.	Nov 1988
690 Townsend	55,000,000	Portman/Bay West Apparel Ptnrs.	Apparel Mart	Stolte, Inc	Not Available	J. Gibbs Sons, Inc. Allan Automatic Sprinkler Corp.	
600 California St.	53,500,000	Federal Home Loan Bank of S.F.	Office/Retail	Not Available	LERA Electric	Scott Co. Grinnell Fire Pro.	Mar 1988
55 4th St.	126,891,600	YBG Associates, Inc.	Hotel	Yerba Buena Gardens Assoc.	AD Art Inc.	F.W. Spencer Grinnell Fire Pro.	Aug 1986
350 Stewart St.	59,500,000	Hills Bros. Coffee Inc.	Office/Retail/Residential	Koll Construction	Viking Electric Mitsubishi Elevator Co.	J. Gibbs Sons, Inc. Allied Fire Pro.	Feb 1986
777 Mission St.	25,500,000	YBG Associates	Ballroom	Yerba Buena Gardens Assoc.	Somar-Electric Contra Costa Electric, Inc. Denver Electric	F. W. Spencer Grinnell Fire Pro.	Dec 1985
66 Howard St.	58,540,930	Rincon Center Associates	Office/Residential	Tudor Saliba Perini	Not Available	Scott Co.	Dec 1985
100 First St.	62,000,000	100 First Limited	Office/Retail	Swinerton & Walberg	Dover Elevator Co. LERA Electric Xian Corp	Scott Co.	Nov 1985
865 Market St.	77,726,919	SMG Market, Inc.	Office/Retail	Swinerton & Walberg	Bohlen Electric, Inc. CBF Inc. Martinez Electric Col	F.Spencer Frontier Bldg. Allied Fire Pro.	Oct 1985

20 Large Construction Projects

<u>Location</u>	<u>Estimated Cost</u>	<u>Owner</u>	<u>Use</u>	<u>General Contractor</u>	<u>Electrical Contractor</u>	<u>Plumbing Contractor</u>	<u>Date Approved</u>
109 Berry St.	\$33,489,928	China Basin Properties, Ltd.	Office/Retail	Not Available	Not Available	Kleinan Co.	Aug 1985
241 Battery St.	68,600,000	Three Embarcadero Ctr. West	Office/Retail	Dinwiddie Construction Co.	Decker Electric Vicking Electric	Scott Co.	Aug 1985
333 Battery St.	47,600,000	One Embarcadero Ctr. West	Hotel/Office/Retail	Dinwiddie Construction Co.	Rosendin Electric American Construction & Supply McMillan Electric	J. Gibbs Sons, Inc.	Aug 1985
75 Hawthorne	48,389,700	Arcon, Inc.	Office/Parking	Williams & Burrows	Red Top Electric Dover Elevator	Kalman Co.	June 1985
340 Taylor St.	58,589,270	Hilton Hotels Corp.	Hotel	Not Available	Not Available	J. Gibbs Sons, Inc. Apr 1985 Cosco Fire Pro.	
620 Harrison St.	28,851,00	Hraemar Holdings Corp. S.A.	Office/Retail/Parking	Webcor Builders, Inc	Not Available	J. Gibbs Sons, Inc. Dec 1984 Quality Fire Pro.	
505 Montgomery St.	39,860,000	The Empire Group	Office	Dinwiddie Construction Co.	Decker Electric Crown Electric Dover Elevator Co.	J. Gibbs Sons, Inc. Sep 1984	
222 Mason St.	41,842,000	AMTAD, Inc.	Hotel	Not Available	Rosendin Electric Peterson Power & Light	J. Gibbs Sons, Inc. Oct 1984	
255 Hemlock St.	41,487,000	Not Available	Office	Not Available	Rosendin Electric G. J. Yamas Co.	Scott Co. Sep 1984 Associated Fire Pro.	
888 O'Farrell	29,438,724	Mahoney, ALI & Klapper / Assoc.	Office/Residential/Retail	Trinity Properties	Not Available	Kalman Pblg. Co. Aug 1984 Wormald Fire Systems	

Item 2 - File 146-89-68

Note: This item was continued at the January 16, 1990 Governmental Operations Committee meeting. This item is related to Files 101-89-59 and 102-89-23, which were approved by the Finance Committee on January 3, 1990, and were approved for second reading by the Board of Supervisors on January 16, 1990. The Board of Supervisors will consider Files 101-89-59 and 102-89-23 for final passage on January 22, 1990. In the Required Match section of this report, the Budget Analyst reports on DPH's proposed revisions of the \$167,108 Supplemental Appropriation Ordinance (File 101-89-59) and the Annual Salary Ordinance (File 102-89-23) as requested by the Board of Supervisors at the second reading.

Department	Department of Public Health (DPH), Homeless Office
Item:	Resolution authorizing DPH, as sub-grantee, to accept and expend a Federal grant, and providing for matching funds of \$464,570.
Amount:	\$929,139. Since the last hearing of this item on January 16, 1990, the DPH has been notified that the actual grant award will be \$591,807, the same amount received for the 1989 grant.
Source of Grant:	Federal Public Health Services, McKinney Homeless Assistance Grant
Grant Period:	January 1, 1990 to December 31, 1990
Project:	Homeless Primary Care and Substance Abuse Services
Project Description:	The proposed grant would fund the City's share of a collaborative effort between the DPH, which is the sub-grantee, and the San Francisco Community Clinic Consortium (SFCCC), prime grantee. DPH is the sub-grantee because SFCCC had a prior arrangement for similar services with the Federal government. The program provides comprehensive primary health care, social services and substance abuse services to homeless persons in San Francisco through a network of eight community-based health clinics, including the City-operated Tom Waddell Clinic. During 1990, the project will expand to include services to homeless people with HIV disease and tuberculosis, those in need of podiatry and dermatological services, and specialized services to families, women, youth and seniors.

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Governmental Operations Committee
January 22, 1990 Governmental Operations Committee Meeting

The proposed grant would fund DPH medical and dental care, social services and mental health services, and contractual services with the Bayview Hunters Point Foundation (BVHP) for the provision of mental health services. The DPH reports that BVHP, a current mental health service provider for this program, would be awarded the contract on a sole-source basis due to the unique nature of the services.

**# of Persons to
be Served:**

Approximately 5,000 unduplicated clients, or 12,000 encounters with clients, during 1990.

Project Budget:

Budgets, including positions, for the grant in the total amount of \$929,139 as originally requested and for the revised allocation amount of \$591,807 are as follows:

	<u>FTE</u>	<u>Original Request</u>	<u>FTE</u>	<u>Revised Allocation</u>
Salaries:				
Data Entry Operator	1.0	\$24,078	0	\$0
Nurse Practitioner	4.0	212,472	3.5	185,913
Sr. Med. Social Worker	1.0	49,140	1.0	49,140
Med. Social Worker	2.0	73,528	2.0	73,528
Med. Records Tech.	0.5	14,976	0	0
Clinical Psychologist	<u>0.2</u>	<u>9,542</u>	<u>0.2</u>	<u>9,542</u>
Subtotal - Salaries	8.7	\$383,736	6.7	\$318,123
Mandatory Fringe Benefits		111,283		92,255
Contractual Services:				
<u>Bayview Hunters Point Foundation</u>				
Team Coordinator	1.0	\$31,247	1.0	\$31,247
Case Mgr/Therapist	2.0	53,434	2.0	53,434
Outreach Workers	6.0	140,868	0	0
Psychiatrist	0.35	28,794	0.35	28,794
Fringe Benefits		50,869		22,695
Indirect Cost	—	<u>20,958</u>	—	<u>10,894</u>
Subtotal BVHP	9.35	326,170	3.35	147,064
<u>18th Street Services</u>				
Youth Outreach Worker	1.0	\$20,000		0
Fringe Benefits		3,800		0
Indirect Cost	—	<u>3,000</u>	—	<u>0</u>
Subtotal - 18th Street Services	1.0	26,800		0

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Governmental Operations Committee
January 22, 1990 Governmental Operations Committee Meeting

	<u>FTE</u>	<u>Original Request</u>	<u>FTE</u>	<u>Revised Allocation</u>
<u>California College of Podiatric Medicine</u>				
Podiatrist	0.2	<u>12,000</u>		<u>0</u>
Subtotal - Contractual Services		\$364,970		\$147,064
Operations				
Travel (National Conference)		\$ 650		\$ 650
Supplies		30,000		20,215
Dental Laboratory		10,000		10,000
Telephone		2,000		2,000
Beepers		1,500		1,500
Emergency Food, Clothing, Transportation		20,000		0
Data Processing		<u>5,000</u>		<u>0</u>
Subtotal - Operations		<u>\$69,150</u>		<u>\$34,365</u>
Total Grant Budget		\$929,139		\$591,807

Indirect Costs: None

Required Match: \$295,904, or 33 percent match of total project costs of \$887,711 (\$591,807 plus \$295,904). The DPH had previously reported that \$65,177 of the required match is included in DPH's 1989-90 budget, and that \$167,108 would be funded by a proposed supplemental appropriation (File 101-89- 59), and the balance of \$63,619 would be included in the DPH's 1990-91 budget. The Board of Supervisors has approved the \$167,108 Supplemental Appropriation for second reading.

DPH has also revised the budgetary allocations of the \$167,108 Supplemental Appropriation to be applied as the local match for January 1 through June 30, 1990. The following listing of DPH's original and revised budget allocations of the \$167,108 provide the details requested by the Board of Supervisors when the \$167,108 Supplemental Appropriation was heard for the second reading.

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Governmental Operations Committee
January 22, 1990 Governmental Operations Committee Meeting

	<u>FTE</u>	<u>Original Budget</u>	<u>FTE</u>	<u>Revised Budget</u>
Permanent Salaries				
Data Entry Operator	0	\$0	1.0	\$12,039
Nurse Practitioner	0	0	0.5	13,280
Med. Records Tech.	0	0	0.5	7,488
Med. Social Worker (2 positions)	1.0	36,764	0	0
Physician Specialist	0.25	18,506	0	0
Health Worker III	<u>0.5</u>	<u>13,039</u>	<u>0</u>	<u>0</u>
Subtotal Permanent	1.75	\$68,309	2.0	\$32,807
Mandatory Fringe Benefits		18,496		9,514
Temporary Salaries				
Social Worker Trainees (4 part-time)	1.0	3,750	0	0
Contractual Services				
<u>Bayview Hunters Point Foundation</u>				
Outreach Workers	0	0	6.0	\$70,434
Case Mgr/Therapist	3.0	\$51,393	0	0
Fringe Benefits				14,087
Indirect Cost	_____	_____	_____	<u>6,762</u>
Subtotal BVHP	3.0	\$51,393	6.0	\$91,283
<u>18th Street Services</u>				
Youth Outreach Worker	1.0	\$13,400	1.0	\$10,000
Fringe Benefits				1,900
Indirect Cost	_____	_____	_____	<u>1,785</u>
Subtotal 18th Street Services	1.0	13,400	1.0	13,685
<u>California College of Podiatric Medicine</u>				
Podiatrist		<u>0</u>	0.2	<u>\$6,000</u>
Subtotal Contractual Services		\$64,793		\$110,968

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Governmental Operations Committee
January 22, 1990 Governmental Operations Committee Meeting

	<u>FTE</u>	<u>Original Budget</u>	<u>FTE</u>	<u>Revised Budget</u>
Operations				
Supplies		\$ 250		\$1,319
Emergency Food, Clothing, Transportation		0		10,000
Data Processing		2,500		2,500
Use of Employee Cars for Local Travel		360		0
Other Services (bus tokens)		1,000		0
Dental Laboratory		7,500		0
Telephone (2 pagers)		<u>150</u>		<u>0</u>
Subtotal Operations		<u>\$11,760</u>		<u>\$13,819</u>
Total Supplemental Appropriation		\$167,108		\$167,108

Comments:

1. As noted earlier, the proposed final grant allocation amount of \$591,807 is the same grant amount received in 1989.
2. The Supplemental Appropriation amount of \$167,108 was based on a 33 percent match of \$929,139, which included funding to replace funding for activities previously supported by the Robert Wood Johnson Foundation (RWJ) grant which is not being renewed for 1990. The DPH has indicated that although the Federal grant has been reduced to \$591,807, and therefore requires a lower match, the \$167,108 is still needed to supplant a portion of the lost \$337,332 in Federal grant monies (\$929,139 less \$591,807) that were being requested in part to make up for the loss of the R.W.J. Grant in 1990, in order to maintain approximately the same level of services as provided during calendar year 1989.
3. The proposed resolution provides for a grant of \$929,139 and matching funds of \$464,570, which should be amended to reflect the revised grant amount of \$591,807 and the required local match of \$295,904.

BOARD OF SUPERVISORS
BUDGET ANALYST

4. Mr. Robert Prentice of DPH has informed the Budget Analyst that the DPH is preparing Amendments of the Whole to the Supplemental Appropriation Ordinance (File 101-89-59) and the Salary Ordinance Amendment (File 102-84-23) which are currently before the Board of Supervisors for final passage. The amended Supplemental Appropriation Ordinance is necessary to reflect the budgetary reallocation of the supplemental funding and the positions to be funded. The amendment of the Annual Salary Ordinance amendment is necessary to rescind the eight proposed positions (four permanent and four temporary) originally requested and to add the three positions (two FTE's) to be funded under the revised project budget.

5. Approval of the Supplemental Appropriation Ordinance, which will be considered for final passage by the Board of Supervisors on January 22, 1990, is required in order for DPH to receive the proposed grant funds.

6. The Budget Analyst did not make recommendations on the proposed supplemental appropriation ordinance (File 101-89-59) and salary ordinance amendment (File 102-89-23) because accounting for carry-forward funds from the Robert Wood Johnson Foundation and Episcopal Diocese has not yet been determined by DPH.

Recommendation:

1. Amend the proposed resolution to reflect the revised grant amount of \$591,807 and the required local match of \$295,904.

2. Approval of the proposed resolution, as amended, which requires a Supplemental Appropriation that is to be considered for final passage by the Board of Supervisors on January 22, 1990, is a policy matter for the Board of Supervisors.

BOARD OF SUPERVISORS
BUDGET ANALYST

Item 3 - File 179-90-1

1. The proposed ordinance would preserve unused sick leave of employees resigning on and after December 4, 1989 so that when provision is made for the transfer of sick leave pursuant to Charter Section 8.364 by Ordinance adopted by the Board of Supervisors, such sick leave will be eligible for transfer from one employee to another employee.

2. The proposed ordinance would establish a suspense account for holding the transfer of accumulated sick leave to a catastrophically ill employee from any employee terminating on or after December 4, 1989 and prior to the adoption of an Ordinance permitting such transfers by the Board of Supervisors. Presently, unused sick leave for any employee terminating on or after December 4, 1989 cannot be transferred to a catastrophically ill employee even though Proposition H authorizing such transfers went into effect officially on that date. The actual transfer of unused sick leave must await action by the Board of Supervisors to establish terms and conditions for the use of such benefits by other employees.

3. The proposed ordinance would permit all sick leave held in an established suspense account to be transferred as specified by future ordinance or, if no period is so specified, within 90 days of the future ordinance's effective date. Otherwise, the sick leave held in a suspense account will be forfeited at that time.

4. Proposition H, approved by the electorate at the November 7, 1989 election, authorizes City employees to transfer their unused accumulated sick leave to another City employee: (1) who has been determined to be catastrophically ill by the employee's department head; and (2) who has exhausted his or her vacation allowance, sick leave and compensatory time off. The proposition requires the Board of Supervisors to adopt an ordinance to establish rules necessary to administer, interpret, and regulate the provisions of such sick leave transfers.

5. Prior to the deliberation of this matter by the Board of Supervisors, Proposition H requires the Health Commission, the Civil Service Commission and the Employees Retirement Board to conduct a joint hearing to consider and develop recommendations on such terms and conditions. That hearing is scheduled for January 29, 1990. In this regard, the Board of Supervisors has approved Resolution No. 964-89 (File 179-89-4) urging the Mayor to urge the Health Commission, Civil Service Commission and the Employees Retirement Board to meet the 60 day time requirement imposed by Proposition H to conduct such a joint public hearing to provide the Board of Supervisors with appropriate recommendations. According to Mr. Al Walker of the Civil Service Commission, it is anticipated that such recommendations will be submitted to the Board of Supervisors by late February or early March of this year.

6. The Board of Supervisors will also receive from the Health Commission a definition of catastrophic illness to assist them in their deliberations to enact a sick leave transfer program. In this regard as well, the Board of Supervisors has approved Resolution No. 965-89 (File 180-89-4) to urge the Mayor to urge the Health Commission to develop a definition of catastrophic illness for the purpose of a sick and vacation leave transfer program. According to Ms. Sandi Ouye Mori, the Health Commission expects to submit their data to the Board of Supervisors by the middle of February.

7. Because the Health Commission, Civil Service Commission and the Employees Retirement Board must advise the Board of Supervisors on all of the terms and conditions associated with the transfer of accumulated sick leave, the needed legislation to implement the provisions of Proposition H cannot be finalized at this time. The proposed legislation would safeguard that unused sick leave, made available for transfer on or after the effective date of the approved Charter amendment but prior to an enactment of rules to administer and regulate Proposition H by the Board of Supervisors, be saved for its intended beneficiaries.

8. In July of 1989, the Budget Analyst reviewed the potential fiscal impact of the transfer of sick leave between employees. As previously reported, it cannot be reasonably estimated as to how much sick leave (and the amount of the related costs) that individual City employees or all City employees would donate for catastrophically ill employees.

Recommendation

Approval of the proposed ordinance is a policy matter for the Board of Supervisors.

BOARD OF SUPERVISORS
BUDGET ANALYST

Item 4 - File 64-90-1

Departments: Real Estate Department
Controller's Office, Information Services Division (ISD)

Item: Resolution to authorize a new lease.

Location: 1212 Market Street, Mezzanine Area

Purpose of Lease: Computer room

Lessor: Graham Investment, Ltd.

No. of Sq.Ft. and Cost/Month: 950 sq.ft. @ \$1.10/sq.ft./mo. = \$1,045 per month

Annual Cost: \$12,540 (Although proposed lease is for a period not to exceed six months).

Utilities and Janitor Provided by Lessor: Yes, except for electricity

Term of Lease: Month-to-month lease commencing January 1, 1990 and not to exceed six months.

Source of Funds: Interdepartmental Work Orders from previously budgeted 1989-90 funds.

Comments:

1. The mezzanine area at 1212 Market Street provides space for a joint Health Service System/Controller ISD computer room and Health Service System conference room. The mezzanine area space was included as part of Health Service System's lease at 1212 Market. Since Health Service System moved to its new location at 1155 Market Street at the end of December 1989 it is now necessary for ISD to lease the mezzanine space so they can have continued access to their computer room. According to Mr. Gerald Romani of Real Estate, ISD must lease the entire mezzanine space because access to the computer room is through the conference room.
2. Mr. Romani reports that ISD is also scheduled to relocate from 1212 Market Street to 1155 Market Street. This lease was approved by the Board of Supervisors in November of 1989 (File 64-89-33). Mr. Romani adds that this move is scheduled to occur in early March 1990 but that the proposed month-month lease is being sought for six months to account for any delays in the remodeling of space for ISD at 1155 Market Street.

Recommendation: Approve the proposed resolution

**BOARD OF SUPERVISORS
BUDGET ANALYST**

Item 5 - File 64-90-2

Departments: Real Estate Department
Employees' Retirement System

Item: Resolution authorizing a new lease of real property for the Employees' Retirement System.

Location: 1212 Market Street (Suites B and G)

Purpose of Lease: Storage space for records

Lessor: Graham Investment Limited

No. of Sq.Ft. and Cost/Month: 1,427 sq.ft. @ \$0.60/sq.ft./mo. = \$856 rent/month

Annual Cost: \$10,272

Utilities and Janitor Provided by Lessor: Utilities are provided. Janitorial services are not required.

Term of Agreement: December 16, 1989 through December 31, 1990

Comments:

1. The records of the Employees' Retirement System were previously stored, since December of 1983, at 170 Fell Street. The Department was displaced from these premises as a result of the October 17, 1989 earthquake. Under the prior lease, the monthly rental rate was \$439 for 1,220 sq. ft. @ \$0.36 per square foot. Following the earthquake, the records remained at 170 Fell Street until new storage space could be located and arrangements were made to move the records. During this interim period, Retirement System staff were allowed limited access to the records on an as needed basis.
2. The Real Estate Department reports that the proposed monthly rental rate of \$856 for 1,427 sq. ft. @ \$0.60 per square foot represents the current fair market rental for the property located at 1212 Market Street.

Recommendation: Approve the proposed resolution.

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Governmental Operations Committee
January 22, 1990 Governmental Operations Committee Meeting

Item 8 - File 146-90-2

Agency: Department of Public Health
AIDS Office/Medical Research Division

Item: Apply for, accept and expend a continuation grant

Grant Amount: \$1,886,196

Source of Grant: U.S. Department of Health and Human Services
Centers for Disease Control

Term: November 1, 1989 through October 31, 1990

Project: Epidemiologic study of the natural history of human immunodeficiency virus (HIV) in male homosexuals/bisexuals previously enrolled in studies of Hepatitis B infection.

Description: This grant funds a project to study the natural history of HIV in gay/bisexual males, to study co-factors for development of AIDS in antibody positive individuals, to measure changes in high-risk behaviors, and to evaluate the effectiveness of counseling to achieve behavior changes as a means to reducing AIDS risk.

of Persons to be Served: Approximately 6,000 individuals

Grant Budget:

Contractual Services	\$279,067
Civil Service Personnel (23.3 FTE)	
Salaries	882,707
Fringe Benefits	255,985
Facilities/Space	78,066
Liquid Nitrogen Supplies	14,618
Materials and Supplies	27,620
Staff Mileage	5,831
Telephone	42,300
Training	1,000
*Travel	24,334
**Promotional Costs	9,928
Interdepartmental Workorder (for Laboratory Services)	50,400
Equipment Leasing (eg. photocopier)	9,360
Reproduction	2,000
Study Participant Costs	15,000
Postage	4,850
Indirect Costs	183,130
Grant Total	\$1,886,196

BOARD OF SUPERVISORS
BUDGET ANALYST

*Travel funds are used to pay for travel expenditures in and out-of-state, for staff and study participants. This travel is necessary in order to bring staff together with study participants to gather data necessary for the Epidemiologic study.

**Funds for Promotional Costs, are used to pay for advertising in various publications in and out-of-state. These ads are aimed at locating individuals who participated in the original Hepatitis B infection studies.

Indirect Costs Rate: Approximately 20% of personnel salaries and 2% of Contractual Services (including Interdepartmental Workorder).

Required Match: None

Comments:

1. This is the third year of a five-year grant. The proposed grant of \$1,886,196 is 6.5 percent more than the \$1,771,024 received for the previous year.
2. The \$279,067 budget for contractual services includes the following:

Contractual Services

Blood Tests and Processing
- Damon Clinical Laboratories \$84,781

Interim contract for seven months, from November 1, 1989 through May 31, 1990, on a sole source basis, until the DPH completes the competitive bidding process for the remainder of the annual contract. Damon Clinical Laboratories is the current contractor for these services.

- Contractor yet to be selected based on a competitive bidding process. 67,694

Subtotal Blood Tests and Processing \$152,475

California Public Health Foundation 75,929
Laboratory tests for 150 patients on a sole source basis, due to the unique nature of the services. California Public Health Foundation is the current contractor for these services.

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Governmental Operations Committee
January 22, 1990 Governmental Operations Committee Meeting

National Death Index	\$ 720
Death Certificates	1,500
Cancer Registry	7,000
UCSF/Psychiatric Social Worker (full time salary)	36,943
Biostatistician (\$50/hr. x 80 hrs., plus \$500 computer mainframe time)	<u>4,500</u>
Total Contractual Services	<u>\$279,067</u>

Recommendation: Approve the proposed resolution.

BOARD OF SUPERVISORS
BUDGET ANALYST

Item 9 - File 172-90-2

Departments: Real Estate Department
Department of Public Works (DPW)

Item: Ordinance authorizing a new rental agreement between the City and Far West Laboratory for a Childcare Center.

Location: 1800 Oakdale Avenue (Southeast Community Facility, a City-owned facility)

Purpose of Agreement: Childcare Center

Lessee: Far West Laboratory

No. of Sq.Ft. and Cost/Month: 3,450 sq.ft. @ \$0.29/sq.ft./mo. = \$1,000 rent/month

Annual Cost: \$12,000

Utilities and Janitor Provided by Lessee: No

Term of Agreement: February 1, 1990 through June 30, 1990 (on a month-to-month basis)

Comments:

1. The Southeast Community Center contains 3,450 square feet and includes an adjacent playground area. It has the capacity to be licensed for 45 pre-school children on a daily basis.
2. Far West Laboratory, a nonprofit agency, is the current Federal contractor operating the San Francisco Head Start Program which provides pre-school educational services with childcare services components. The Real Estate Department reports that Far West is currently occupying the center and began the Head Start Program on January 16, 1990. Federal regulations required that Far West occupy the center on or before January 15, 1990, in order to retain their federal funding for this program. According to Mr. Harry Quinn of the Real Estate Department, the Director of Property authorized the occupancy of this center for the period January 15, 1990 through January 31, 1990. Section 23.19 of the Administrative Code authorizes the Director of Property to execute a lease on behalf of the City, without approval of the Board of Supervisors, if the term of the lease is less than one month.

BOARD OF SUPERVISORS
BUDGET ANALYST

3. The June 30, 1990 expiration date for the proposed rental agreement, coincides with the expiration date of Far West Laboratory's Federal contract for the Head Start Program. Mr. Quinn reports that it is uncertain whether or not Far West's contract for the provision of these services will be renewed. Therefore, it is possible that a childcare provider other than Far West might occupy the Center after June 30, 1990.

4. Far West Laboratory will handle the procedures necessary for the State of California, Department of Social Services, to license the facility for the provision of childcare services.

5. Mr. Quinn reports that the current fair market value for the Center facility is approximately \$0.34 per square foot. The Real Estate Department negotiated a lower rate of \$0.29 with Far West because (1) the important nature of the services (childcare services to the Bayview/Hunter's Point area), and (2) the funding available for rent under Far West's current Federal contract was insufficient to fund the total fair market rental rate. Mr. Quinn advises that should Far West's Federal contract be renewed, after June 30, 1990, the agency would be required to pay the total fair market rental rate for continued use of the facility.

Recommendation:

Since less than fair market value rent would be charged under the proposed agreement, approval of the proposed ordinance is a policy matter for the Board of Supervisors.

BOARD OF SUPERVISORS
BUDGET ANALYST

Item 10 - File 196-90-1

Department: Transportation Policy Group (includes representatives from the Office of the Mayor, Department of Public Works, Public Utilities Commission, Department of City Planning, Parking Authority and Police Department).

Item: Resolution to authorize the Transportation Policy Group (TPG) to submit the required list of transportation projects to the Metropolitan Transportation Commission (MTC) in order to be eligible for grant funding from the Flexible Congestion Relief and Urban/Commuter Rail Programs.

Description: In July 1989, the Governor signed legislation to provide new funding for local transportation projects from an increase in the State gas tax and truck weight fees and the sale of General Obligation Bonds. In June 1990, the California voters will be asked to formally adopt the provisions of this legislation known as SCA 1 because the legislation also contains a provision to raise the Gann limit. Granting of SCA 1 funds would be administered jointly by the State and by MTC.

In anticipation of final passage of SCA 1 by the California voters, two funding programs have been devised, as follows:

Flexible Congestion Relief Program would provide local governmental jurisdictions flexibility in selecting the most cost effective transportation investments regardless of mode.

Urban/Commuter Rail Program would fund new rail systems and improvements to existing rail systems.

The TPG estimates that San Francisco will be allocated approximately \$250 million from these two State programs over the next ten years.

BOARD OF SUPERVISORS
BUDGET ANALYST

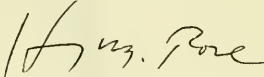
Also in anticipation of voter approval of SCA 1, the MTC is requiring local jurisdictions that want SCA 1 funding to submit a list of projects that would reduce local traffic congestion and would improve urban rail systems and that could be completed by July 1, 2000. Additionally, beginning in 1991, each county will be required to prepare a Congestion Management Plan that establishes traffic and transit service standards, analyzes traffic demand in relation to land use decisions and outlines a seven year capital improvement program. The proposed resolution would authorize TPG to submit the initial list (Attachment) of projects for SCA 1 funding to MTC .

Although TPG's list of projects would require a total of \$448.6 million to fund all listed projects, the actual projects to be funded by SCA 1 grant funding will be selected later when the exact allocation of SCA 1 funds for San Francisco is made by the State.

Comment:

Ms. Rebecca Kohlstrand of the Department of City Planning states that separate legislation will be submitted to the Board of Supervisors to authorize the application for, acceptance of and expenditure of SCA 1 grant funds when voter approval has been obtained and the State has allocated the SCA 1 grant funding.

Recommendation: Approve the proposed resolution.


Harvey M. Rose

cc: Supervisor Gonzalez
Supervisor Hsieh
Supervisor Alioto
President Britt
Supervisor Hallinan
Supervisor Hongisto
Supervisor Kennedy
Supervisor Maher
Supervisor Nelder
Supervisor Walker
Supervisor Ward
Clerk of the Board
Chief Administrative Officer
Controller
Carol Wilkins
Stacy Becker
Ted Lakey

BOARD OF SUPERVISORS
BUDGET ANALYST

LIST OF FLEXIBLE CONGESTION RELIEF AND URBAN RAIL PROJECTS

TRANSIT PROJECTS

PRIORITY-RANK	PROJECT NAME	FUNDING REQUEST (In Current Dollars)	FUNDING SOURCE			
			Flexible Congestion Relief	Urban Rail	State TCI	Other State Program
1	Muni Metro Turnback	\$15,000,000		X	X	
2	Market St. Transit Thoroughfare	\$16,000,000	X	X	X	X
3	Muni Metro Extension to 6th Street	\$22,500,000		X		
4	F-EMBARCADERO Streetcar Line	\$32,000,000	X	X		
5	Muni Metro Extension - 6th St. to Mariposa	\$22,000,000	X		X	
6	Metro East-(New LRV Facility)	\$9,000,000		X	X	
7	LRV Purchase	\$90,000,000		X	X	
8	Subway Signal System Replacement	\$5,500,000	X	X	X	
9	Trolley Coach Purchases	\$15,000,000		X		
10	Trolley Overhead Reconstruction	\$4,000,000		X	X	
11	Muni Metro Accessibility Improvements	\$500,000	X		X	
12	Muni Metro Escalator/Elevator Rehabilitation	\$400,000		X	X	
13	Transit Preferential Sts./Signal Pre-emption	\$6,600,000	X	X		
14	Mission Bay Trolley Extensions	\$13,500,000	X			
15	Presidio Division Reconstruction	\$5,500,000		X	X	
16	Municipal Railway Track Replacement	\$3,000,000		X	X	
17	Cable Car Vehicle Rehabilitation	\$500,000		X	X	
18	71-NORIEGA Electrification	\$1,500,000			X	
19	Wayside Cable Car/Metro Station Fare System	\$1,200,000		X		
20	Geneva Facility Rehabilitation	\$400,000		X		
21	Historic Streetcar Rehabilitation	\$300,000		X	X	
22	Trolley Electrifications	\$1,300,000		X		
23	Cable Car Extension - Powell-Mason	\$10,000,000	X			
Total:		\$275,700,000				

LIST OF FLEXIBLE CONGESTION RELIEF AND URBAN RAIL PROJECTS

STREETS & TRAFFIC PROJECTS

PRIORITY-RANK	PROJECT NAME	FUNDING REQUEST (in Current Dollars)	Flexible Congestion Relief	Urban Rail	State TCI	Other State Program
1	19th Avenue Improvements	\$50,000,000	X	X		X
2	Army Street Traffic Improvements	\$25,000,000	X			X
3	Ocean Avenue/Geneva Avenue Traffic Improvements	\$3,500,000	X			X
4	Bayshore Boulevard/Potrero Avenue Traffic Improvements	\$30,000,000	X			X
5	Lincoln Way/19th & 25th Avenues Signal Upgrades	\$600,000	X			X
6	Fishermans Wharf Traffic Signals	\$1,000,000	X			X
7	Bryant Street Improvement of HOV Lanes	\$800,000	X			X
8	Planning, Evaluation and Implementation of Traffic Information Systems	\$20,000,000	X			X
9	Traffic Control Devices Maintenance Equipment	\$2,000,000	X			
10	Towed Vehicle Storage Facility	\$15,000,000	X			X
TOTAL		\$147,900,000				

LIST OF FLEXIBLE CONGESTION RELIEF AND URBAN RAIL PROJECTS

INTERMODAL RAIL PROJECTS

PRIORITY-RANK	PROJECT NAME	FUNDING REQUEST (in Current Dollars)	Flexible Congestion Relief	Urban Rail	State TCI	Other State Program
1	SP Tunnels Improvements	\$11,000,000	X	X		X
2	Illinois Street Bridge	\$9,000,000	X	X		X
3	Quint Street Lead	\$5,000,000	X	X		X
TOTAL		\$25,000,000				

Grand Total
\$448,600,000

REVISED

Item 3 - File 179-90-1

1. The proposed ordinance would preserve unused sick leave of employees resigning on and after December 4, 1989 so that when provision is made for the transfer of sick leave pursuant to Charter Section 8.364 by Ordinance adopted by the Board of Supervisors, such sick leave will be eligible for transfer from one employee to another employee.

2. The proposed ordinance would establish a suspense account for holding the transfer of accumulated sick leave to a catastrophically ill employee from any employee terminating on or after December 4, 1989 and prior to the adoption of an Ordinance permitting such transfers by the Board of Supervisors. Presently, unused sick leave for any employee terminating on or after December 4, 1989 cannot be transferred to a catastrophically ill employee. The actual transfer of unused sick leave must await action by the Board of Supervisors to establish terms and conditions for the use of such benefits by other employees. Although the actual date for implementation of the provision has not been set, Proposition H authorizing such transfers went into effect officially on December 26, 1989.

3. The proposed ordinance would permit all sick leave held in an established suspense account to be transferred as specified by future ordinance or, if no period is so specified, within 90 days of the future ordinance's effective date. Otherwise, the sick leave held in a suspense account will be forfeited at that time.

4. Proposition H, approved by the electorate at the November 7, 1989 election, authorizes City employees to transfer their unused accumulated sick leave to another City employee: (1) who has been determined to be catastrophically ill by the employee's department head; and (2) who has exhausted his or her vacation allowance, sick leave and compensatory time off. The proposition requires the Board of Supervisors to adopt an ordinance to establish rules necessary to administer, interpret, and regulate the provisions of such sick leave transfers.

5. Prior to the deliberation of this matter by the Board of Supervisors, Proposition H requires the Health Commission, the Civil Service Commission and the Employees Retirement Board to conduct a joint hearing to consider and develop recommendations on such terms and conditions. That hearing is scheduled for January 29, 1990. In this regard, the Board of Supervisors has approved Resolution No. 964-89 (File 179-89-4) urging the Mayor to urge the Health Commission, Civil Service Commission and the Employees Retirement Board to meet the 60 day time requirement imposed by Proposition H to conduct such a joint public hearing to provide the Board of Supervisors with appropriate recommendations. According to Mr. Al Walker of the Civil Service Commission, it is anticipated that such recommendations will be submitted to the Board of Supervisors by late February or early March of this year.

BOARD OF SUPERVISORS
BUDGET ANALYST

6. The Board of Supervisors will also receive from the Health Commission a definition of catastrophic illness to assist them in their deliberations to enact a sick leave transfer program. In this regard as well, the Board of Supervisors has approved Resolution No. 965-89 (File 180-89-4) to urge the Mayor to urge the Health Commission to develop a definition of catastrophic illness for the purpose of a sick and vacation leave transfer program. According to Ms. Sandi Ouye Mori, the Health Commission expects to submit their data to the Board of Supervisors by the middle of February.

7. Because the Health Commission, Civil Service Commission and the Employees Retirement Board must advise the Board of Supervisors on all of the terms and conditions associated with the transfer of accumulated sick leave, the needed legislation to implement the provisions of Proposition H cannot be finalized at this time. The proposed legislation would safeguard that unused sick leave, made available for transfer on or after the effective date of the approved Charter amendment but prior to an enactment of rules to administer and regulate Proposition H by the Board of Supervisors, be saved for its intended beneficiaries.

8. In July of 1989, the Budget Analyst reviewed the potential fiscal impact of the transfer of sick leave between employees. As previously reported, it cannot be reasonably estimated as to how much sick leave (and the amount of the related costs) that individual City employees or all City employees would donate for catastrophically ill employees.

Recommendation

Approval of the proposed ordinance is a policy matter for the Board of Supervisors.

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1/22/90

Actions Taken

CALENDAR
MEETING OF
GOVERNMENTAL OPERATIONS COMMITTEE
BOARD OF SUPERVISORS
CITY AND COUNTY OF SAN FRANCISCO

DOCUMENTS DEPT.
JAN 25 1990
SAN FRANCISCO
PUBLIC LIBRARY

MONDAY, JANUARY 22, 1990 - 10:00 A.M.

ROOM 228, CITY HALL

PRESENT: SUPERVISORS GONZALEZ AND HSIEH

ABSENT: SUPERVISOR ALIOTO

CLERK: GAIL JOHNSON

1. File 97-89-20. [Small Minority and Small Women Business Enterprises] DRAFT ordinance amending the Administrative Code by adding Chapter 12G, relating to the award of subcontracts by City and County prime construction contractors to small minority and small women business enterprises. (Supervisors Kennedy, Ward, Maher)
(Continued from 12/18/89)

ACTION: Hearing held. Continued to February 5, 1990 meeting. (The City Attorney was directed, by motion duly adopted by Committee, to include Native Americans and East Indians in the proposed legislation for the purpose of the factual inquiry that the Committee is conducting)

2. File 146-89-68. [Grant - Federal Funds] Resolution authorizing the Department of Public Health, Homeless Office, to accept and expend as sub-grantee, in collaboration with the San Francisco Community Clinic Consortium as prime grantee, a grant from the Federal Public Health Services for the period of January 1, 1990 to December 31, 1990, in an amount of \$929,139, for the provision of primary health services and substance abuse services to homeless individuals, and providing for matching funds in the amount of \$464,570. (Mayor)
(Continued from 1/16/90)

ACTION: Amendment of the Whole adopted. Amended on page 1, line 8, and on page 2, line 4, by inserting the following at the end of the lines: "with \$167,208 of the matching funds provided for the period of January 1, 1990 to June 30, 1990, and the remaining matching funds to be provided for the period of July 1, 1990 to December 31, 1990." Recommended as amended. New title: "Authorizing the Department of Public Health, Homeless Office, to accept and expend as sub-grantee, in collaboration with the San Francisco Community Clinic Consortium as prime grantee, a grant from the Federal Public Health Services for the period of January 1, 1990 to December 31, 1990, in an amount of \$591,807, for the provision of primary health services and substance abuse services to homeless individuals, and providing for matching funds in the amount of \$334,214, with \$167,208 of the matching funds provided for the period of January 1, 1990 to June 30, 1990, and the remaining matching funds to be provided for the period of July 1, 1990 to December 31, 1990." (TO BOARD AS A COMMITTEE REPORT FOR CONSIDERATION ON JANUARY 22, 1990.)

3. File 179-90-1. [Sick Leave] Ordinance preserving unused sick leave of employees resigning on or after December 4, 1989 so that when provisions are made for the transfer of sick leave pursuant to Charter Section 8.364 by ordinance, such sick leave will be eligible for transfer. (Supervisors Nelder, Britt)

ACTION: Amended on page 1, lines 4 and 15, and on page 2, line 2, by replacing "December 4, 1989" with "December 26, 1989". Continued to February 5, 1990 meeting. New title: "Preserving unused sick leave of employees resigning on or after December 26, 1989 so that when provisions are made for the transfer of sick leave pursuant to Charter Section 8.364 by ordinance, such sick leave will be eligible for transfer."

4. File 64-90-1. [Lease of Real Property] Resolution authorizing lease of real property at 1212 Market Street, for offices for Controller's Information Services Division. (Real Estate Department)

ACTION: Recommended.

5. File 64-90-2. [Lease of Real Property] Resolution authorizing lease of real property at 1212 Market Street, Suites B and G in lower arcade, for storage area, for the Employees' Retirement System. (Real Estate Department)

ACTION: Recommended.

6. File 93-90-2. [Memorandum of Understanding] Resolution ratifying Memorandum of Understanding with Operating Engineers Local Union No. 3. (Office of Mayor's Employee Relations Division)

ACTION: Recommended.

7. File 93-90-3. [Memorandum of Understanding] Resolution ratifying Memorandum of Understanding with Deputy Sheriff's Association of San Francisco, Inc. (Office of Mayor's Employee Relations Division)

ACTION: Recommended.

8. File 146-90-2. [Grant - Federal Funds] Resolution authorizing the Department of Public Health, AIDS Office, to apply for, accept and expend a grant of \$1,886,196 from the U.S. Department of Health and Human Services, for continued funding of the Epidemiologic Study of the Natural History of HIV in Male Homosexuals/Bisexuals Previously Enrolled in Studies of Hepatitis B Infection. (Department of Public Health)

ACTION: Recommended. (TO BOARD AS A COMMITTEE REPORT FOR CONSIDERATION ON JANUARY 22, 1990.)

9. File 172-90-2. [Childcare Center, Month-to-Month Rental] Ordinance authorizing negotiated month-to-month rental agreement for childcare center at Southeast Community Facility. (Real Estate Department)

ACTION: Recommended.

10. File 196-90-1. [Grant - State Funds] Resolution authorizing the Transportation Policy Group to propose a program of projects for anticipated State funding using flexible congestion relief and urban rail improvement capital resources. (Transportation Policy Group)

ACTION: Hearing held. Continued to February 5, 1990 meeting.

SF
BOARD of SUPERVISORS



City Hall
San Francisco 94102
554-5184

January 23, 1990

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JAN 29 1990

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NOTICE OF CANCELLED MEETING

GOVERNMENTAL OPERATIONS COMMITTEE

NOTICE IS HEREBY GIVEN that the regularly scheduled meeting of the Governmental Operations Committee for Monday, January 29, 1990, at 10:00 a.m., has been cancelled.

The next meeting of the Governmental Operations Committee will be held on Monday, February 5, 1990, at 10:00 a.m., in Room 228, City Hall.

John L. Taylor
John L. Taylor

Clerk of the Board

POSTED: JANUARY 24, 1990

GOVERNMENTAL OPERATIONS COMMITTEE
BOARD OF SUPERVISORS
ROOM 235 CITY HALL
SAN FRANCISCO, CALIFORNIA 94102

IMPORTANT
HEARING NOTICE

CITY AND COUNTY



OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST



1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 552-9292

February 1, 1990

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TO:  Governmental Operations Committee
FROM: Budget Analyst
SUBJECT:  February 5, 1990 Governmental Operations Committee Meeting

Item 1a - 27-90-1

Department: Airports Commission

Item: Ordinance approving the Modification to Lease and Use Agreement between Air Canada and the City and County of San Francisco acting by and through its Airports Commission.

Lease: Air Canada

Description: 1. The existing lease with Air Canada is for a 10-year term from July 1, 1981 to June 30, 1991.

2. The proposed lease modification would relocate Air Canada from the North Terminal Building to Boarding Area A in the South Terminal Building. This proposed lease modification would increase Air Canada's exclusive and joint use space at the Airport by 33,824 sq. ft. from 3,016 sq. ft. to 36,840 sq. ft. The space occupied by Air Canada can be broken down as follows:

	<u>Sq. Ft.</u>
<u>Exclusive Use Areas</u>	
Boarding Area A	2,284
Subtotal Exclusive Use Area	2,284
<u>Joint-Use Areas</u>	
Boarding Area A	34,556
Total Space Occupied	36,840

3. The exclusive use space occupied by Air Canada, a total of 2,284 sq. ft., can be broken down into the following space categories:

	<u>Sq. Ft.</u>
Category I (Ticket counters and hold rooms)	355
Category II (Curbside baggage check-in space)	1,929
Category III (Administration and operations offices)	0
Category IV (Baggage handling areas)	<u>0</u>
Total	2,284

Comments: 2. Ms. Angela Gittens of the Airport reports that Air Canada has previously occupied the space in Boarding Area A of the South Terminal Building under a permit. The proposed lease modification would transfer this space from the permit to Air Canada's previously existing lease which was for the space leased in the North Terminal Building. Consequently, since the rates for the different categories of space at the Airport are the same under both leases and permits, there would be no increase in revenues to the Airport. The proposed lease modification for Air Canada is being requested to permit the Airport to complete the transfer of space for Air Canada from the North Terminal to Boarding Area A of the South Terminal.

Recommendation: Approve the proposed ordinance.

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Governmental Operations Committee
February 5, 1990 Governmental Operations Committee Meeting

Item 1b - File 146-90-3

Department: Department of Public Health (DPH)
Division of Mental Health, Substance Abuse and Forensic Services

Item: Resolution to apply for, accept and expend a continuation grant.

Grant Amount: \$20,215

Source of Funds: State Department of Mental Health

Grant Period: July 1, 1989 to June 30, 1990

Project: Mental Health Primary Intervention in Schools Project

Description: The Mental Health Primary Intervention in Schools Project is a school-based, early detection and mental health intervention program focused primarily on kindergarten through third grade students in public schools. The proposed continuation grant would fund the second year of a three-year program for the Paul Revere Elementary School in Bernal Heights. The services would be provided through a contract with Edgewood Children's Center, a non-profit organization, with in-kind services provided by the San Francisco Unified School District (SFUSD) and DPH's Community Mental Health Services (CMHS).

No. of Persons to be Served: 40 students

Project Budget:	Contractual Services		
	Personnel (1.25 FTE)	\$18,215	
	Operating Expenses	<u>2,000</u>	
	Subtotal Contractual Services (Grant Budget)		\$20,215
	SFUSD In-Kind (1.25 FTE)	29,467	
	CMHS In-Kind (0.08 FTE)	<u>7,723</u>	
	Subtotal In-Kind		<u>37,190</u>
	Project Total		\$57,405

Indirect Costs: None

BOARD OF SUPERVISORS
BUDGET ANALYST

Required Match: An amount equal to the grant amount (\$20,215) is needed for the required match. Actually the SFUSD and CMHS combined are providing an in-kind match totalling \$37,190 which exceeds the required match by \$16,975. The CMHS in-kind services valued at \$7,723 are included in the CMHS 1989-90 General Fund budget.

Comment: 1. Ms. Marjorie Swien reports that CMHS in-kind services would be provided by existing CMHS staff and that no additional funds would be incurred by CMHS as a result of this program.

2. The DPH reports that the Edgewood Children's Center would receive the contract on a sole-source basis because the Edgewood Children's Center was the only mental health program that responded to the State's Request for Proposal process. The State required the proposal submitted for the grant to be a joint proposal between the school district (SFUSD), the County mental health agency (CMHS) and the service provider (Edgewood). The State would provide the grant to CMHS rather than directly to the Edgewood Children's Center because the State requires that CMHS serve as the recipient of this grant. The Edgewood Children's Center is the current service provider for this project.

Recommendation: Approve the proposed resolution.

Item 1c - File 146-90-4

Department: Department of Public Health
AIDS Office

Item: Resolution authorizing the Department of Public Health to apply for, accept and expend a continuation Federal grant.

Grant Amount: \$43,751

Source of Grant: U.S. Department of Health and Human Services

Term: January 1, 1990 through December 31, 1990

Project: Long-term follow-up of Hepatitis B Vaccine recipients in San Francisco.

Description: This is the ninth year of a long-term study to follow a group of 359 males who received the Hepatitis B Vaccine in 1980 through 1982 to determine the long term safety and effectiveness of the Hepatitis B Vaccine through continued blood testing and interviewing.

Grant Budget:

Salaries (1.0 FTE)	\$29,363
Fringe Benefits	8,515
Indirect Cost	<u>5,873</u>
Grant Total	\$43,751

Required Match: None

Comment: The proposed grant amount of \$43,751 would be \$3,460 or approximately 7% less than the preceding year's grant of \$47,211.

Recommendation: Approve the proposed resolution.

BOARD OF SUPERVISORS
BUDGET ANALYST

Item 1d - File 146-90-5

Agency: Department of Public Health (DPH),
Medically Indigent Adult (MIA) Office

Item: Resolution to apply for, accept and expend a continuation grant.

Amount of Grant: \$283,475. However, the DPH has recently been informed that the actual grant award will be \$83,500.

Source of Grant: Comic Relief, Inc., a non-profit organization.

Grant Period: January 1, 1990 through December 31, 1990

Project: Medical and Social Services for the Homeless

Description: The proposed grant would fund the continuation of medical and social services to the homeless. The services are provided at eight community-based clinics, including the City-operated Tom Waddell Clinic.

No. of Persons to be Served: Approximately 800 client contacts

Grant Budget:

Civil Service Salaries	
Social Worker	\$32,318
Health Worker I	21,372
Health Worker III	<u>26,078</u>
Subtotal Salaries	\$79,768
Mandatory Fringe Benefits	<u>23,133</u>
Total Project Costs	\$102,901
Less Available Grant Funds	<u>83,500</u>
Balance to be Funded from Sources Yet to be Identified	\$19,401

Indirect Cost: None

Required Match: None

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Comments:

1. Mr. Fred Milligan of DPH indicates that in addition to the proposed grant award of \$83,500 the DPH may receive a grant augmentation of \$20,000, although the augmentation has not yet been confirmed. According to Mr. Milligan, if the DPH does receive the grant augmentation, the DPH would submit a separate resolution to accept and expend the additional funds. Mr. Milligan states that if the DPH does not receive the \$20,000, the DPH will seek funding from other grant sources.

2. The previous grant award was for \$149,972 for the 21-month period from April 1, 1988 through December 31, 1989, which is approximately \$85,698 on an annualized basis. The proposed grant of \$83,500 is \$2,198 less than the annualized amount of the previous grant. Mr. Milligan states that the grant amount awarded is based on available funds from Comic Relief fundraising efforts.

Recommendations: Amend the proposed resolution to reflect the revised grant amount of \$83,500, and approve as amended.

Item 1e - File 146-90-6

Department: Department of Public Health (DPH)
AIDS Office

Item: Resolution authorizing the Department of Public Health (DPH) to apply for, accept and expend a new Federal grant.

Grant Amount: \$120,966

Source of Grant: U.S. Department of Health and Human Services

Term: October 1, 1989 through December 31, 1990

Project: Laguna Honda Hospital Renovation Project

Description: The proposed grant funds would be used to (1) renovate and equip a portion of Ward O-4 at Laguna Honda Hospital and convert it into an AIDS Skilled Nursing Facility (SNF) Unit (specialized 24-hour nursing care); (2) remodel and furnish a solarium adjacent to the ward; (3) renovate and equip a nearby kitchen and activity area; and (4) landscape and furnish an exterior patio and garden area which is located in close proximity to the ward.

DPH reports that construction on this project would be performed primarily by in-house staff at Laguna Honda Hospital, with staff from the Department of Public Works, Bureau of Building Repair serving as back-up if needed.

**No. of Persons
To Be Served:**

Laguna Honda Hospital currently has two hospital beds available for SNF care for AIDS patients. The proposed renovation project would create an additional 13 hospital beds for the provision of SNF care to AIDS patients, bringing the total number of AIDS patients that could receive SNF care, at any given time, to 15.

Project Budget:

<u>Personnel</u>	
Assistant Hospital Administrator (.10 FTE)	\$6,981
Buildings & Grounds Maintenance	
Superintendent (.05 FTE)	<u>2,899</u>
Subtotal	\$9,880

BOARD OF SUPERVISORS
BUDGET ANALYST

<u>Construction - Laguna Honda Hospital Staff</u>	
Plumbing (10 days @ \$369.82 per diem)	\$3,698
Painting (51.7 days @ \$307.43 per diem)	15,894
Flooring (8.3 days @ \$300.15 per diem)	2,491
Wall Fabric Installation (6.5 days @ \$307.43 per diem)	1,998
Window Treatments (22.6 days @ \$132.72 per diem)	2,999
Carpentry (23.4 days @ \$335.44 per diem)	7,849
Landscape Installation (8.5 days @ \$174.88 per diem)	1,486
Electrical (14.6 days @ \$355.63 per diem)	<u>5,192</u>
Subtotal	\$41,607
<u>Materials and Supplies</u>	27,721
<u>Medical/Nursing Equipment</u>	67,137
<u>Equipment & Furnishings</u>	11,885
<u>Contractual</u>	
Architecture and Design	6,000
<u>Inspection fees (State permit for kitchen renovation)</u>	350
<u>Contingencies</u>	<u>8,229</u>
Total	\$172,809*

* The proposed grant would fund \$120,966 or 70% of the \$172,809 needed to fund the project. The remaining \$51,843 or 30% needed to fund the project would be provided through a local match. Of the \$51,843 in local match funds, \$20,000 is budgeted in DPH's 1989-90 budget and the remaining \$31,843 is budgeted as in-kind services in Laguna Honda Hospital's 1989-90 budget.

Local Match: \$51,843

Indirect Costs: None

Comment: DPH reports that construction on the project is scheduled to begin approximately February 16, 1990 and the anticipated completion date is April 13, 1990.

Recommendation: Approve the proposed resolution.

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Governmental Operations Committee
February 5, 1990 Governmental Operations Committee Meeting

Item 1f - 146-90-7

Department: Department of Public Health, Family Health Bureau

Item: Resolution authorizing the Department of Public Health (DPH) to accept and expend a continuation grant.

Grant Amount: \$358,922

Source of Grant: California Family Planning Council, Inc.

Term: January 1, 1990 through December 31, 1990

Project Description: The proposed grant would fund the provision of family planning and pregnancy testing services to low-income, ethnically diverse women between the ages of 15 to 44 at various Health Department District Health Centers and at the UCSF outpatient clinic.

No. of Persons to be Served: According to DPH, the proposed grant would fund the provision of medical examinations and contraceptive supplies for approximately 12,610 patient visits.

Grant Budget:

Salaries (4.5 FTE)	\$124,100	
Fringe Benefits	<u>45,900</u>	
Subtotal		\$170,000
Operating Expense		
Materials and Supplies (medicine and contraceptive supplies)	\$20,222	
Travel (grant related conferences)	2,000	
Equipment (medical exam. tables)	<u>2,000</u>	
Subtotal		24,222
Contractual Service		
UCSF (3 FTE)	\$125,000	
Pharmacy & Cytology services	<u>38,000</u>	
Subtotal		163,000
Indirect Costs (1% Salaries & Benefits)	<u>1,700</u>	
Total		\$358,922

BOARD OF SUPERVISORS
BUDGET ANALYST

Required Match: 10% or \$35,892 (The DPH is meeting this requirement with budgeted in-kind services).

Comments:

1. According to Mr. Stephen Purser of the DPH, Bureau of Family Health, the UCSF contract is awarded on a sole source basis as required by the grantor because UCSF has been a continuous provider of these services since the inception of this program in 1971.
2. The \$358,922 grant amount represents the same level of funding received for 1989.
3. According to Ms. Lucille Burlew-Lawler of DPH, these federal grant funds are treated as an allocation and therefore the City is not required to submit an application for funding. Therefore, this proposed resolution would provide authorization only to accept and expend the funds.

Recommendation: Approve the proposed resolution.

BOARD OF SUPERVISORS
BUDGET ANALYST

Item 3 - File 179-90-1

Note: This item was continued from the January 22, 1990 Governmental Operations Committee meeting.

1. The proposed ordinance would preserve unused sick leave of employees resigning on and after December 26, 1989 so that when provision is made for the transfer of sick leave pursuant to Charter Section 8.364 by Ordinance adopted by the Board of Supervisors, such sick leave will be eligible for transfer from one employee to another employee.

2. The proposed ordinance would establish a suspense account for holding the transfer of accumulated sick leave to a catastrophically ill employee from any employee terminating on or after December 26, 1989 and prior to the adoption of an Ordinance permitting such transfers by the Board of Supervisors. Presently, unused sick leave for any employee terminating on or after December 26, 1989 cannot be transferred to a catastrophically ill employee. The actual transfer of unused sick leave must await action by the Board of Supervisors to establish terms and conditions for the use of such benefits by other employees, although Proposition H authorizing such transfers went into effect officially on December 26, 1989.

3. The proposed ordinance would permit all sick leave held in an established suspense account to be transferred as specified by future ordinance or, if no period is so specified, within 90 days of the future ordinance's effective date. Otherwise, the sick leave held in a suspense account will be forfeited at that time.

4. Proposition H, approved by the electorate at the November 7, 1989 election, authorizes City employees to transfer their unused accumulated sick leave to another City employee: (1) who has been determined to be catastrophically ill by the employee's department head; and (2) who has exhausted his or her vacation allowance, sick leave and compensatory time off. The proposition requires the Board of Supervisors to adopt an ordinance to establish rules necessary to administer, interpret, and regulate the provisions of such sick leave transfers.

5. Prior to the deliberation of this matter by the Board of Supervisors, Proposition H requires the Health Commission, the Civil Service Commission and the Employees Retirement Board to conduct a joint hearing to consider and develop recommendations on such terms and conditions. That hearing is scheduled for January 29, 1990. In this regard, the Board of Supervisors has approved Resolution No. 964-89 (File 179-89-4) urging the Mayor to urge the Health Commission, Civil Service Commission and the Employees Retirement Board to meet the 60 day time requirement imposed by Proposition H to conduct such a joint public hearing to provide the Board of Supervisors with appropriate recommendations. According to Mr. Al Walker of the Civil Service Commission, it is anticipated that such recommendations will be submitted to the Board of Supervisors by late February or early March of this year.

BOARD OF SUPERVISORS
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6. The Board of Supervisors will also receive from the Health Commission a definition of catastrophic illness to assist them in their deliberations to enact a sick leave transfer program. In this regard as well, the Board of Supervisors has approved Resolution No. 965-89 (File 180-89-4) to urge the Mayor to urge the Health Commission to develop a definition of catastrophic illness for the purpose of a sick and vacation leave transfer program. According to Ms. Sandi Ouye Mori, the Health Commission expects to submit their data to the Board of Supervisors by the middle of February.

7. Because the Health Commission, Civil Service Commission and the Employees Retirement Board must advise the Board of Supervisors on all of the terms and conditions associated with the transfer of accumulated sick leave, the needed legislation to implement the provisions of Proposition H cannot be finalized at this time. The proposed legislation would safeguard that unused sick leave, made available for transfer on or after the effective date of the approved Charter amendment but prior to an enactment of rules to administer and regulate Proposition H by the Board of Supervisors, be saved for its intended beneficiaries.

8. In July of 1989, the Budget Analyst reviewed the potential fiscal impact of the transfer of sick leave between employees. As previously reported, it cannot be reasonably estimated as to how much sick leave (and the amount of the related costs) that individual City employees or all City employees would donate for catastrophically ill employees.

Recommendation

Approval of the proposed ordinance is a policy matter for the Board of Supervisors.

BOARD OF SUPERVISORS
BUDGET ANALYST

Item 4 - File 196-90-1

Note: This item was continued from the January 22, 1990 Governmental Operations Committee meeting.

Department: Transportation Policy Group (includes representatives from the Office of the Mayor, Department of Public Works, Public Utilities Commission, Department of City Planning, Parking Authority and Police Department).

Item: Resolution to authorize the Transportation Policy Group (TPG) to submit the required list of transportation projects to the Metropolitan Transportation Commission (MTC) in order to be eligible for grant funding from the Flexible Congestion Relief and Urban/Commuter Rail Programs.

Description: In July 1989, the Governor signed legislation to provide new funding for local transportation projects from an increase in the State gas tax and truck weight fees and the sale of General Obligation Bonds. In June 1990, the California voters will be asked to formally adopt the provisions of this legislation known as SCA 1 because the legislation also contains a provision to raise the Gann limit. Granting of SCA 1 funds would be administered jointly by the State and by MTC.

In anticipation of final passage of SCA 1 by the California voters, two funding programs have been devised, as follows:

Flexible Congestion Relief Program would provide local governmental jurisdictions flexibility in selecting the most cost effective transportation investments regardless of mode.

Urban/Commuter Rail Program would fund new rail systems and improvements to existing rail systems.

The TPG estimates that San Francisco will be allocated approximately \$250 million from these two State programs over the next ten years.

BOARD OF SUPERVISORS
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Also in anticipation of voter approval of SCA 1, the MTC is requiring local jurisdictions that want SCA 1 funding to submit a list of projects that would reduce local traffic congestion and would improve urban rail systems and that could be completed by July 1, 2000. Additionally, beginning in 1991, each county will be required to prepare a Congestion Management Plan that establishes traffic and transit service standards, analyzes traffic demand in relation to land use decisions and outlines a seven year capital improvement program. The proposed resolution would authorize TPG to submit the initial list (Attachment) of projects for SCA 1 funding to MTC .

Although TPG's list of projects would require a total of \$448.6 million to fund all listed projects, the actual projects to be funded by SCA 1 grant funding will be selected later when the exact allocation of SCA 1 funds for San Francisco is made by the State.

Comment: Ms. Rebecca Kohlstrand of the Department of City Planning states that separate legislation will be submitted to the Board of Supervisors to authorize the application for, acceptance of and expenditure of SCA 1 grant funds when voter approval has been obtained and the State has allocated the SCA 1 grant funding.

Recommendation: Approve the proposed resolution.

BOARD OF SUPERVISORS
BUDGET ANALYST

Item 5 - File 105-90-1

1. The proposed ordinance would fix and determine rates of compensation for Police Officers and Firefighters for 1989-90, pursuant to Charter Section 8.405 as amended in accordance with Proposition I. The proposed ordinance would also repeal Ordinance 299-89 which established the current 1989-90 rates of compensation for Police Officers and Firefighters.

2. Charter Section 8.405 provides for the Civil Service staff to survey rates of compensation paid to police officers and firefighters in all California cities of at least 350,000 population. For 1989-90, the Cities of Long Beach, Los Angeles, San Diego and San Jose were surveyed. Charter Section 8.405 previously required rates of pay to be set based on salary rates of other jurisdictions adopted by August 25 of the fiscal year. Therefore, if a surveyed city adopted a higher rate subsequent to August 25, it was not reflected in San Francisco's salary rates. Proposition I, adopted by the voters on November 4, 1986, amended Charter Section 8.405 to permit additional salary adjustments after August 25 of each fiscal year should any surveyed city adopt higher rates after that date. Charter Section 8.405, as amended, also provides for such increases to be retroactive to the effective date of the surveyed city's action and/or July 1 of the current fiscal year, whichever date is later.

3. The proposed salary standardization ordinance would reflect adjustments based on actions taken by the City of San Jose after August 25, 1989, and would be retroactive to July 1, 1989, the effective date of the City of San Jose salary increases. The City of San Jose also granted a second salary adjustment effective January 1, 1990, which necessitates a corresponding adjustment to San Francisco's salaries effective January 1, 1990. A recapitulation of salary increases for 1989-90 based on the top step biweekly salary for a Q2 Police Officer and H2 Firefighter is as follows:

<u>Q2 Police Officer</u> <u>H2 Firefighter</u>	1989-90		1989-90	
	<u>1988-89</u>	<u>Current</u>	<u>Proposition I</u> <u>Effective 7/1/89</u>	<u>Proposition I</u> <u>Effective 1/1/90</u>
Top Step Biweekly Salary	\$1,445	\$1,572	\$1,585	\$1,591
Top Step Annual Salary	37,715	40,872	41,210	41,366
% Increase from 1988-89	-	8.78%	9.69%	10.10%

The additional 1989-90 rates proposed for the Police and Fire Departments would result in an estimated additional cost to the General Fund for 1989-90 of \$2,733,258 total for both the Police and Fire Departments (including fringe benefits). Total costs, including Airport and Port funds, would amount to an estimated \$2,809,103 for 1989-90.

BOARD OF SUPERVISORS
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4. A comparison of the current and proposed 1989-90 salaries is as follows:

<u>Police Service</u>	<u>1989-90</u>		<u>1989-90</u>		<u>1989-90</u>	
	<u>Current Salaries</u>		<u>Proposed Salaries</u>		<u>Proposed Salaries</u>	
	<u>Biweekly</u>	<u>Annual</u>	<u>Biweekly</u>	<u>Annual</u>	<u>Biweekly</u>	<u>Annual</u>
0390 Chief of Police	\$4,229	\$109,954	\$4,263	\$110,838	\$4,281	\$111,306
0400 Deputy Chief	3,558	92,508	3,588	93,288	3,602	93,652
0488 Commander	2,891	75,166	2,915	75,790	2,927	76,102
0460 Secretary, Police Commission	2,083	54,158	2,100	54,600	2,109	54,834
0380 Inspector	1,823	47,398	1,838	47,788	1,845	47,970
0520 Police Surgeon	1,572	40,872	1,585	41,210	1,591	41,366
Q80 Captain	2,446	63,596	2,466	64,116	2,476	64,376
Q63 Criminologist	2,446	63,596	2,466	64,116	2,476	64,376
Q60 Lieutenant	2,083	54,158	2,100	54,600	2,109	54,834
Q50 Sergeant	1,823	47,398	1,838	47,788	1,845	47,970
Q35 Assistant Inspector	1,686	43,836	1,700	44,200	1,707	44,382
	to 1,823	to 47,398	to 1,838	to 47,788	to 1,845	to 47,970
Q2 Police Officer	1,358	35,308	1,369	35,594	1,375	35,750
	to 1,572	to 40,872	to 1,585	to 41,210	to 1,591	to 41,366
Q20 Policewoman	1,358	35,308	1,369	35,594	1,375	35,750
	to 1,572	to 40,872	to 1,585	to 41,210	to 1,591	to 41,366

Members assigned to two-wheel motorcycle traffic duty receive \$106 biweekly as of July 1, 1989 and \$107 biweekly as of January 1, 1990 additional compensation.

<u>Fire Service</u>	<u>1989-90</u>		<u>1989-90</u>		<u>1989-90</u>	
	<u>Current Salaries</u>		<u>Proposed Salaries</u>		<u>Proposed Salaries</u>	
	<u>Biweekly</u>	<u>Annual</u>	<u>Biweekly</u>	<u>Annual</u>	<u>Biweekly</u>	<u>Annual</u>
0140 Chief of Dept.	\$4,229	\$109,954	\$4,263	\$110,838	\$4,281	\$111,306
0145 Assistant Deputy Chief of Dept.	3,557	92,482	3,587	93,262	3,601	93,626
0150 Deputy Chief of Dept.	3,558	92,508	3,588	93,288	3,602	93,652
0155 Secretary to Chief of Department	2,799	72,774	2,822	73,372	2,834	73,684
H51 Assistant Deputy Chief II	2,892	75,192	2,916	75,816	2,928	76,128
H50 Assistant Chief of Department	2,891	75,166	2,915	75,790	2,927	76,102
H40 Battalion Chief	2,500	65,000	2,521	65,546	2,532	65,832
H39 Captain, Division of Training	2,083	54,158	2,520	65,520	2,531	65,806

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<u>Fire Service</u>	1989-90 Current Salaries		1989-90 Proposed Salaries Effective 7/1/89		1989-90 Proposed Salaries Effective 1/1/90	
	<u>Biweekly</u>	<u>Annual</u>	<u>Biweekly</u>	<u>Annual</u>	<u>Biweekly</u>	<u>Annual</u>
H30 Captain	2,083	54,158	2,100	54,600	2,109	54,834
H29 Special Svcs. Officer	2,082	54,132	2,099	54,574	2,108	54,808
H28 Lieutenant Division of Training	2,082	54,132	2,099	54,574	2,108	54,808
H20 Lieutenant	1,823	47,398	1,838	47,788	1,845	47,970
H19 Airport Training Officer	1,822	47,372	1,837	47,762	1,844	47,944
H18 Coordinator of Community Services	1,822	47,372	1,837	47,762	1,844	47,944
H17 Medical Coord.	1,822	47,372	1,837	47,762	1,844	47,944
H16 Medical Training Assistant	1,822	47,372	1,837	47,762	1,844	47,944
H10 Chief's Operator	1,711	44,486	1,725	44,850	1,732	45,032
H32 Captain, Bureau of Fire Prevention and Public Safety	2,354	61,204	2,373	61,698	2,383	61,958
H22 Lieutenant, Bureau of Fire Prevention and Public Safety	2,060	53,560	2,077	54,002	2,085	54,210
H24 Lieutenant, Bureau of Fire Investigation	2,060	53,560	2,077	54,002	2,085	54,210
H6 Investigator, Bureau of Fire Investigation	1,882	48,932	1,897	49,322	1,905	49,530
H4 Inspector, Bureau of Fire Prevention and Public Safety	1,882	48,932	1,897	49,322	1,905	49,530
H2 Firefighter	1,358	35,308	1,369	35,594	1,375	35,750
	to 1,572	to 40,872	to 1,582	to 41,132	to 1,591	to 41,366
H110 Marine Engineer of Fireboats	2,083	54,158	2,100	54,600	2,109	54,834
H120 Pilot of Fireboat	2,083	54,158	2,100	54,600	2,109	54,834

5. The 1989-90 budget initially reserved \$46,000,000 to fund the additional salary standardization costs (including related fringe benefits) for uniform Police and Fire employees and Nurses and MUNI Platform employees. The remaining balance of the reserve is \$4,809,701. The proposed increase would reduce this balance by a total of \$2,809,103 resulting in a reserve balance of \$2,000,598.

Comment

Civil Service reports that an additional Proposition I salary adjustment may be necessary when the City of Long Beach salary increases are finalized.

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Item 6 - File 106-90-1

1. The proposed Draft Ordinance reflects the Civil Service Commission staff report on salary standardization for Fiscal Year 1990-91 and the Salary and Wage Survey, Preliminary Staff Recommendations. The Salary and Wage Survey presents preliminary computations of 1990-91 pay rates for the City's miscellaneous employees in accordance with the provisions of Charter Sections 8.400, 8.401 and 8.407. The Civil Service Commission will revise the proposed Draft Ordinance in March, 1990, by inserting the final staff recommended salaries and wages for 1990-91.

Salary Standardization Procedure

2. Charter Section 8.401 establishes the general guidelines for the Civil Service Salary Standardization procedure. This Section provides that miscellaneous employees be paid ". . . in accord with the generally prevailing rates of wages for like service and working conditions in private employment or in other comparable governmental organizations in this state." Section 8.407 provides a set procedure and a mathematical formula by which wages for employees covered by Section 8.401 will be set. The procedure requires that data on wages paid for comparable employment be collected from six Bay Area counties (Marin, San Francisco, San Mateo, Santa Clara, Alameda and Contra Costa), from the 10 most populous cities in those counties, from other public jurisdictions in the Bay Area (including the State and Federal governments), and from the private sector. Should Civil Service staff determine that insufficient data exist, out-of-Bay Area data may be acquired, provided that the jurisdiction surveyed employs 3,000 or more persons.

3. The wage and salary survey is based on "benchmark" classes which are considered to be key classes within occupational groupings. There are currently 55 benchmarks. Survey data are collected for positions judged comparable to the benchmark classes in other jurisdictions and in the private sector. If the prevailing rate wage, as determined by the survey, is above the wage paid by the City, a wage increase for the affected class is warranted; if the prevailing wage is below that paid by the City, no wage increase is warranted. In general, if the wages of a benchmark class are recommended for an increase, all classes tied to that benchmark will be recommended for a corresponding increase. Similarly, if the wages of a benchmark class are not recommended for an increase, none of the classes tied to the benchmark class will be recommended for a wage increase.

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Internal Adjustments

4. After the preliminary salary survey recommendations are released by the Civil Service Commission, notices are distributed to employees and employee groups regarding the procedure for requesting adjustments to the preliminary recommendations for specific classes within designated benchmarks. These "internal adjustment" requests are analyzed by the Commission. Where appropriate, internal adjustments for specific classes are incorporated into the final salary recommendations. The amended recommendations are made available at a public hearing after which they are submitted to the Board of Supervisors. No internal adjustments are included in the preliminary salary recommendations, but such adjustments will be included in a March update of the preliminary salary recommendations.

Updating Procedure

5. The Commission's preliminary survey recommendations were based on information collected before January 1, 1990. By mid-March, the Commission will finish updating the survey. This process consists of determining the appropriate salary for each position as of July 1, 1990 based upon updated salary schedules in other jurisdictions. The results form the basis of the Commission's updated salary recommendations.

6. The Commission's update of preliminary salary recommendations is made each year in an effort to comply with the Charter's provisions (Sections 8.401 and 8.407) that salaries be set in accordance with the "prevailing rates" in other jurisdictions. The Charter does not require a survey update. However, for purposes of setting the salaries for City employees, the Civil Service Commission defines "prevailing rates" as that rate effective July 1 of the fiscal year in other jurisdictions which corresponds with the fiscal year for which the salaries are to be set in San Francisco. Using this definition, the preliminary survey must be updated after the July 1 salaries in other jurisdictions have been determined. In an opinion dated February 16, 1977, the City Attorney concurred with the concept of using July 1 salaries as the "prevailing rate" for purposes of setting San Francisco salaries. Historically, the updating procedures have significantly increased the cost of the Commission's preliminary salary recommendations.

7. The Civil Service Commission reports that the preliminary wage and salary recommendations represent an average salary increase of approximately six percent for the approximately 21,721 budgeted, miscellaneous positions. The highest recommended increase is for the 8320 Counselor-Juvenile Hall benchmark (affecting 109 positions) with a recommended increase of 7.5 percent.

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8. The Controller has estimated the cost increase resulting from the recommended wage and salary increases based on (a) the preliminary Civil Service Wage and Salary Survey for 1990-91 and (b) the number of filled positions. The Controller estimates that increased salaries and related fringe benefits (retirement, social security, and unemployment tax) will cost approximately \$9,996,804. Of this amount, the cost to the General Fund is estimated to be approximately \$7.3 million.

Recommendation

Continue the proposed Draft Ordinance pending completion of the final salary and wage survey and insertion of the final 1990-91 salary and wage rates recommended by the Civil Service Commission.

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Item 7 - File 64-90-3

Department: Parking and Traffic Commission

Item: Resolution authorizing a new lease of real property

Location: 25 Van Ness Avenue, Suite 88

Purpose of Lease: Office space

Lessor: Bay West Landmark Investors

No. of Sq.Ft.
Cost/Month: 665 sq.ft. @ \$1.33/sq.ft./mo. = \$887

Annual Cost: \$10,644

**% Increase Over
1988-89:** New Lease

**Utilities and Janitor
Provided by Lessor:** Yes

Term of Lease: January 10, 1990 - June 30, 1990

Right of Renewal: The proposed lease includes one six-month option to renew.

Source of Funds: Off-Street Parking Revenues

Comments: 1. Proposition D, approved by the voters on November 8, 1988, amended the City Charter to establish a Department of Parking and Traffic, to be governed by a five-member commission. The Department of Parking and Traffic will administer the following functions and operations:

- Traffic signal maintenance;
- Sign shops;
- Authorization and administration of colored curb markings;
- Enforcement of parking and traffic regulations;
- Establishment, enforcement and administration of residential parking permit zones;
- Meter planning, collection, coin counting and maintenance;
- Off-street parking (excluding airports);

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- Parking ticket enforcement, parking control officers, parking offense towing, scofflaw programs, the maintenance of information on the issuance and disposition of parking citations and maintenance of liaison with the Municipal Court; and
- Administration of the Interdepartmental Committee on Traffic and Transportation (ISCOTT).

2. The positions, 0850 Member, Parking and Traffic Commission and 1101 Director, Parking and Traffic Commission have previously been approved. The new position 1101 Director, Parking and Traffic Commission has a maximum annual salary of \$89,960 for the current fiscal year. Commission members receive \$100 per month.

3. A five-member Parking and Traffic Commission was appointed by the Mayor in July 1989.

4. According to Ms. Rina Cutler, Director of the Department of Parking and Traffic, the new office space will house four staff for the new Department of Parking and Traffic: the Director, a secretary, and two other positions which are to be determined shortly. Ms. Cutler advises that the two other positions to be located in the new leased space will be either the two bureau chiefs, budgeted but reserved in the current annual budget, or two temporary hires, who would assist the new Director with administrative, personnel and fiscal requirements associated with the establishment of the new department.

5. Mr. Larry Florin, Assistant to Mayor V, will continue to assist the new Department of Parking and Traffic to complete the start-up of the new department. Mr. Florin has identified these remaining tasks to complete this start-up:

- Recruitment and appointment of two bureau chiefs (Civil Service Commission has not undertaken a review of this proposed job classification).
- Amendment of the relevant sections of the Administrative and Vehicle Code and establishment of accounting and administrative procedures.
- Transferring of City employees from departments that currently manage parking and traffic functions to the new Department of Parking and Traffic.

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- Resolution of procedural problems in existing departments now responsible for parking and traffic functions.

6. Ms. Cutler advises that she will seek the advice of the Mayor, Board of Supervisors' Finance Chair and appropriate department heads as to the filling of two positions in the proposed new office space to assist in the start-up of the new department. Ms. Cutler further advises that she may request that the reserved funds for the Bureau Chiefs in the current budget be reappropriated for the purpose of filling these temporary positions. Under these circumstances it may be several weeks before the new office space is fully used.

7. The Director and secretary have already been housed in the new rented space as the proposed lease started January 10, 1990.

Recommendation: Amend the proposed resolution to ratify an action previously taken and approve the proposed resolution as amended.

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Item 8 - File 146-90-8

Agency: Department of Public Health (DPH)
AIDS Office

Item: Resolution to apply for, accept and expend a continuation grant.

Grant Amount: \$6,407,658

Source of Grant: U.S. Department of Health and Human Services, Centers for Disease Control

Grant Period: January 1, 1990 through December 31, 1990

Project: AIDS Prevention and Surveillance Project

Description: The proposed grant would continue funding for AIDS projects as follows:

Prevention - The DPH provides and supports Human Immunodeficiency Virus (HIV) counselling and testing services, AIDS health education and risk-reduction services, and provides funding for community-based organizations to conduct minority education and risk-reduction programs.

Surveillance - The DPH provides funding for HIV-seroprevalence surveys, knowledge/attitudes/behaviors/beliefs (KABB) surveys, an enhanced partner notification program, and routine AIDS case surveillance activities such as identification of incidence trends and risk groups.

Civil Service staff are located at San Francisco General Hospital, the AIDS Office, City laboratories, and other DPH offices.

No. of Persons to be Served: Approximately 750,000 people

Grant Budget:	Personnel (90.0 FTE)	\$2,170,207
	Fringe Benefits	585,956
	Equipment	28,897
	Supplies	210,338
	Travel	66,497
	Other	266,623
	Contractual Services (includes 91.7 FTE)	2,593,234
	Indirect Cost	<u>485,906</u>
	Total	\$6,407,658

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Contractual Services totalling \$2,593,234 includes the following:

Surveillance and Seroprevalance

University of California, San Francisco (UCSF)	
IV drug user testing	\$52,000
Pathology Lab (Contractor to be determined)	30,000
Planned Parenthood	
Seroprevalance study, pre- and post-test counselling	<u>57,648</u>
Subtotal	\$139,648

Counselling and Testing

UCSF/AIDS Health Project	
Outreach to ethnic populations, pre- and post-test counselling, substance abuse services	552,139
SF AIDS Foundation	
Outreach to the general population	130,000
Haight-Ashbury Free Medical Clinic	
IV drug user outreach, substance abuse services	377,664
Youth Environment Study	
Evaluation of IV drug user outreach services	221,254
Bayview Hunters Point (BVHP) Foundation	
IV drug user outreach, provider training, Street Outreach HIV Risk Program	287,407
18th Street Services	
Substance abuse services	59,065
Westside	
Inner City and Methadone Prog.	<u>118,131</u>
Subtotal	1,745,660

Confidential Testing Sites

UCSF	
Confidential testing services provided at San Francisco General Hospital	156,628

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Health Education and Risk Reduction

SF AIDS Foundation	
Education and risk reduction	40,000
Asian American Recovery Services	
Asian AIDS Project	163,754
BVHP Foundation	
AIDS education for the Black community	72,169
American Indian AIDS Institute	
AIDS education for the Native American community	21,000
Instituto Familiar de la Raza	
Latino AIDS Project	77,425
HIV Asymptomatic Newsletter	25,000
Polaris Research and Development	
Cross-cultural provider training	51,950
Gay Asian Pacific Alliance	25,000

Health Education and Risk Reduction
for the Black, Native American and
Latino communities (3 contractors @
\$25,000 each, yet to be determined) 75,000

Subtotal 551,298

Total Contractual Services \$2,593,234

Comments:

1. The proposed grant of \$6,407,658 for calendar year 1990 is \$541,033, or approximately 9 percent more than the grant amount of \$5,866,625 received in calendar year 1989. Mr. Tim Piland of the AIDS Office reports that the proposed grant would provide for the maintenance of services at the 1989 level.

2. According to DPH, the proposed contractors named in the above budget description are the current service providers, which would receive sole-source contracts under the proposed grant in order to ensure the continuity of services. However, Mr. Piland indicates, in subsequent years, the contracts will be gradually opened to a request for proposal process according to a schedule approved by the Health Commission.

3. As noted above, contractors for the Pathology Lab (\$30,000) and for Health Education and Risk Reduction for the Black, Native American and Latino communities (3

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contractors @ \$25,000 each for a total of \$75,000) have yet to be determined. Therefore, \$105,000 (\$30,000 plus \$75,000) for contractual services should be reserved pending submission of details of the selected contractors by DPH to the Governmental Operations Committee.

Recommendation: Amend the proposed resolution by reserving \$105,000 for contractual services pending submission of details of the selected contractors by DPH to the Governmental Operations Committee, and approve as amended.

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Item 9 - File 153-90-1

Department: Department of Social Services

Item: Resolution authorizing the Department of Social Services (DSS) to apply for, accept and expend new Federal and State grants and further authorizing DSS to enter into agreements with the Federal and State grantors in order to secure the grants and with local agencies to administer the grants.

Combined Grant Amounts: Up to \$6.2 million

Source of Grants: California Department of Housing and Community Development (CDHCD), National Disaster Emergency Shelter Program (NDESP) funds
Federal Emergency Management Agency (FEMA) funds

Project: Shelter and Support Services for Persons made Homeless by the October 17, 1989 Earthquake.

Description: The proposed grants would provide funds to establish the following services for persons made homeless by the October 17, 1989 earthquake:

1. Emergency Shelters/Multi-Service Centers

DSS reports that two facilities have been tentatively identified by the Department to house the emergency shelters/multi-service centers. The first facility is a four story building located on the corner of Geary and Polk Streets (the Pierce Arrow building). Ms. Carla Javits of DSS reports that the Department is currently seeking funds from the American Red Cross to either lease or purchase this building. The second facility is a three story building located at 1 Federal Street. This building is owned by the San Francisco Redevelopment Agency. Ms. Javits reports that the building would be available for use as an emergency shelter/multi-service center for approximately 18 months, after which time it is scheduled to be developed into low-cost housing. DSS has not as yet identified an alternative facility in which to relocate the emergency shelter program, but anticipates being able to do so prior to the end of the 18 month time period.

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Program services provided by the two emergency shelters/multi-service centers would include temporary overnight shelter, drop-in services, and case management. The Pierce Arrow building would accommodate between 200 and 250 single men and women for the shelter program and approximately the same number for program services offered during the day. The Redevelopment Agency building would accommodate 200 single men and women for the shelter program and the daytime program.

Ms. Javits reports that DSS plans to issue a Request for Proposal (RFP) by mid-February 1990 in order to select a non-profit agency to operate the emergency shelter/multi-service center at the Pierce Arrow building. According to Ms. Javits, DSS has a target start-up date of April 1, 1990 for this program.

Ms. Javits advises that DSS is meeting with community service providers on February 2, 1990, to discuss the possibility of contracting on a sole source basis to operate the emergency shelter/multi-service center at the Redevelopment Agency building. According to Ms. Javits, DSS would prefer to contract on a sole source basis, as opposed to issuing an RFP for these services, in order to expedite the availability of emergency shelter services at this facility. DSS has a target start-up date of March 1, 1990, for this program.

2. Family Shelter

DSS reports the Family Shelter Program would serve 40 homeless family members. DSS is investigating two possible options for the initial location of this program on a temporary basis. These options include (1) Canon Kip, a non-profit agency, or (2) apartments (no specific facility has been identified). According to DSS, the Canon Kip facility would be suitable for use on an interim emergency basis for homeless families, but would not be a suitable site on a long term basis due to the fact that there is no space available for daytime services. The program at Canon Kip would be operated by the Episcopal Sanctuary which currently operates other program services at Canon Kip. Ms. Javits reports that if DSS decides that it would be preferable to initially implement the program in apartments, the Department would meet with local non-profits that currently provide shelter or services to homeless families to determine which agency would administer the facility. DSS has a target start-up date of March 1, 1990 for this program.

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According to Ms. Javits, DSS would issue an RFP for permanent shelter services for families, in May, 1990. DSS does not have a specific target date for the implementation of this program. Ms. Javits advises that the start-up date would, to some extent, be determined by the ability of potential applicants to identify and prepare a suitable site for occupancy by homeless families.

3. Single Room Occupancy Hotel Shelter

DSS reports that the Council of Community Housing Organizations (CCNO) and the Coalition on Homelessness (COH), non-profit agencies, have been coordinating with representatives of the Mayor's Office and DSS to initiate a plan involving the development of a new non-profit entity that would manage low-cost housing that targets homeless single men and women. The plan entails having existing non-profit housing development corporations acquire and rehabilitate residential hotels and then turn over ownership and management to the new entity. The proposal to FEMA and CDHCD would allow the new non-profit to lease residential hotel facilities, with an option to purchase, and to manage up to 300 units in residential hotels. Once the hotel shelter program is started using FEMA and CDHCD funds, the new non-profit would work with the City and the private sector to establish a capital pool to purchase and rehabilitate the residential hotels. DSS reports that funds to purchase and rehabilitate hotels might be available through Federal Section 8 moderate rehabilitation, Section 8 certificates, the Redevelopment Agency and State Propositions 77 and 84 funds. Ms. Javits reports that a portion of the costs to administer the new non-profit have been committed by the United Way and additional private funds are being sought for the additional funding needed.

The single room occupancy hotel shelter program service component would include job assistance and other support services which would be provided by hotel management staff as well as outside public and private agencies. Ms. Javits reports that DSS has a target start-up date of April 1, 1990 to make up to 100 residential hotel units available.

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Budget:

**FEMA/CDHCD
Funds**

Emergency Shelters/Multi-Service Centers

Pierce Arrow Building

Operating Costs:

Shelter Services \$609,500

Day Time Services 230,000

Rehabilitation 800,000

Equipment 50,000

Redevelopment Agency Building

Operating Costs:

Shelter Services 609,500

Day Time Services 230,000

Rehabilitation 800,000

Equipment 15,000

Subtotal \$3,344,000

Family Shelter

Shelter Supervisors (10 FTE) 170,000

Benefits 34,000

Five Flats @ \$1,500/month
for 16 months 120,000

First and last month's rent 15,000

Security Deposits 7,500

Furniture 3,000

Subtotal 349,500

Hotel Shelter 2,458,800

Contract Administration 45,600

Total \$6,197,900

Indirect Cost: None

Required Match: None

Comments: 1. As noted above, the proposed grants would provide funds to establish two emergency shelter/multi-service centers, a family shelter and single room occupancy hotel shelter. Therefore, the proposed legislation should be amended to delete the reference to establishing a rental deposit guarantee program, which would not be funded by the proposed grants.

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2. Ms. Javits reports that the State grantors require that the homeless shelter program be operational within three months of the date that the funds are awarded. Therefore, according to Ms. Javits, the proposed legislation which authorizes DSS to contract with the local agencies (non-profits) without the Board of Supervisors prior review and approval of these contracts, is necessary in order to expedite the implementation of the homeless shelter programs.

3. The proposed legislation would authorize DSS to apply for, accept and expend new Federal and State grants. The Budget Analyst recommends that the authority to expend be severed from the legislation pending DSS's presentation, to the Board of Supervisors, of a more detailed budget breakdown of the expenditures for the proposed homeless shelter programs.

Recommendations:

1. Amend the proposed legislation to (1) delete the reference to establishing a rental deposit guarantee program and (2) sever the authority for DSS to expend the grant funds pending DSS's presentation, to the Board of Supervisors, of a more detailed budget breakdown of the expenditures for the proposed homeless shelter programs.
2. Approve the legislation as amended.

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Item 10 - File 156-90-1

Agency: Private Industry Council (PIC)

Item: Resolution authorizing acceptance and expenditure of Federal grant funds.

Amount: \$526,946

Local Match: None

Source of Grant: Federal Office of Refugee Resettlement through the State Department of Social Services

Grant Period: October 1, 1989 through September 30, 1990

Project: Refugee Employment Social Services

Description: The proposed resolution would provide a total of \$526,946 including \$453,172 in funding to five subcontractors and \$73,774 for PIC administrative costs to provide services to refugees for the period from October 1, 1989 to September 30, 1990. The five subcontractors receiving funding for the proposed grant were from a list of seven subcontractors selected by the PIC Refugee Committee to receive grant funds for Fiscal Year 1989-90. All seven subcontractors received funds through a \$276,000 grant for the Refugee Targeted Assistance Program approved by the Board of Supervisors in October of 1989 (File 56-89-2).

The Private Industry Council administers three sets of refugee funds on behalf of the City and County of San Francisco. The Refugee Employment Social Services funds and the Refugee Targeted Assistance Program funds are used to provide employment and training services to refugees who are receiving public assistance. The Mutual Assistance Association Incentive funds are used to provide social adjustment and acculturation services to refugees including those who are not receiving public assistance. The proposed resolution is for the authorization and expenditure of funds for the Refugee Employment Social Services Program.

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On January 4, 1990, the State Department of Social Services made a commitment for an initial allocation of \$263,473 to the City for Fiscal Year 1989-90. Of this \$263,473, \$36,887 is for administrative costs incurred by the PIC and \$226,586 is for program services to the five subcontractors. This total of \$263,473 represents 50% of the final federal fiscal year 1988-89 allocation of \$526,946. The Refugee Committee of the PIC has recommended that current refugee subcontractors which began operations in October 1989 be extended through September 30, 1990 based on a "100% figure" (arrived at by doubling the initial Fiscal Year 1989-90 program allocation of \$226,586 for the subcontractors). These funds would be allocated as follows:

<u>Subcontractors</u>	Amount		
	<u>Approved</u> <u>10/1/89</u>	<u>Current</u> <u>Recommendation</u>	<u>Total</u> <u>Funding</u>
International Rescue Committee	\$43,546	\$110,958	\$154,504
Third Baptist Church	16,980	0	16,980
Refugee Employ. Asst. Prog.	63,460	136,906	200,366
Vietnamese Youth Development Center	6,000	0	6,000
Center SE Asian Refugee	28,005	27,995	56,000
Center SE Asian Refugee	43,425	66,575	110,000
Jewish Vocational Services	50,400	72,000	122,400
Participant Support Services	12,570	25,000	37,570
On-the-Job Training Set Aside	<u>11,000</u>	<u>13,738</u>	<u>24,738</u>
Subtotal	\$275,386	\$453,172	\$728,558
<u>PIC Administration Costs</u>	<u>63,621</u>	<u>73,774</u>	<u>137,395</u>
Federal Grant Total	\$339,007	\$526,946	\$865,953

Comments:

1. Mr. Steve Arcelona of the PIC reports that the PIC is confident that they will receive a final allocation from the State Department of Social Services at least equal to last year's total allocation of \$526,946 (\$73,774 for PIC administrative costs and \$453,172 in program costs). Mr. Arcelona states that the federal appropriation for the Refugee Employment Social Services program for Fiscal Year 1989-90 is greater than last year's appropriation and there are indications that California will receive more funds than last year.

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2. The \$73,774 allocated to the PIC for administrative costs represents 14% of the anticipated grant total of \$526,946. The PIC has previously reported and explained the basis of its allocation of funds received for administrative costs to the Budget Analyst for the \$276,000 grant approved in October of 1989 (File 156-89-2). The PIC indicated that 92 percent of such funds received for administrative expenses were for salaries and fringe benefits for staff (in the areas of planning, operations, fiscal and administration) and 8 percent were for overhead costs. At that time, Mr. Arcelona indicated that the funds provided for reimbursement did not cover the full costs incurred by the PIC in administering the program. Mr. Arcelona confirms that approximately the same allocation exists for the proposed grant.

3. The Budget Analyst notes that the figure \$263,473 in line 21, reflecting the amount of initial allocation for refugee services subcontractors is incorrect. The correct figure should read \$226,586.

Recommendations: 1. Amend line 21 to change the figure representing the initial allocation for refugee services subcontractors from \$263,473 to \$226,586.

2. Approve the proposed resolution as amended.

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Item 11 - File 27-90-2

1. This item is a hearing to consider the compliance of the Human Rights Commission and the Airport with the Local Minority/Women Business Enterprise Ordinance.

2. Section 12D.3 of the Minority/Women/Local Business Ordinance outlines the policy of the City as follows:

“It is the policy of the City to ensure full and equitable opportunities for Minority Business Enterprises, Women Business Enterprises and local businesses to participate as prime contractors in the provision of goods and services to the City. This program is intended to correct identified discriminatory practices inherent in the City’s procurement process and in the award of prime contracts to MBE/WBEs and to develop their status and capability as prime contractors of the City.

3. Section 12D.4 of the Ordinance provides that MBE and WBE bid preferences of the Ordinance shall be afforded only to economically disadvantaged minority and women-owned businesses subject to the following exemptions:

1. When the Director of the Human Rights Commission finds, with the advice of the contract awarding authority, that needed goods or services are available only from a sole source which is not an MBE or WBE, and the prospective contractor is not currently disqualified from doing business with the City, or from doing business with any governmental agency, based on a failure to comply with MBE/WBE; or contract compliance requirements.
2. If the contract awarding authority certifies in writing to the Director that (a) pursuant to the Administrative Code Section 6.30, the contract is necessary to respond to an emergency which endangers the public health or safety, and (b) there is no time to apply the bid preference and no MBEs or WBEs capable of performing the emergency work are immediately available, provided that the contract awarding authority certification was made prior to the Controller’s contract certification.

4. Section 12D.14(E) of the ordinance requires that if the Director of the Human Rights Commission finds, after investigation, that a City Department in the process of awarding a contract(s) has deliberately failed to comply with the provisions of the ordinance, a written Finding of Noncompliance, specifying the nature of the noncompliance, must be transmitted to the City Department, the Commission, the Mayor and the Board of Supervisors. Additionally, the Director of the Human Rights Commission must attempt to resolve any noncompliance through conference and conciliation. If such efforts fail to resolve the noncompliance, the Director of the Human Rights Commission must transmit a copy of the Finding of Noncompliance, along with a finding that conciliation was attempted and failed, to the Human Rights Commission. The Human Rights Commission must notify the City Department to take appropriate action to secure compliance.

5. Attached is a letter from the Director of Airports to the Mayor pertaining to the Airport's 1988-89 MBE/WBE data.

6. As of the writing of this report, the Human Rights Commission has not provided MBE/WBE compliance data.

BOARD OF SUPERVISORS
BUDGET ANALYST

January 19, 1990

Honorable Art Agnos
Mayor
City of San Francisco
Room 200, City Hall
San Francisco, CA 94102

Dear Mayor Agnos:

In accordance with the City's MBE/WBE/LBE Ordinance 175-89, I am reporting the Airport's progress for the preceding Fiscal Year 1988-89 toward the achievement of MBE and WBE participation goals. As you know, the MBE/WBE/LBE Ordinance 139-84 was in effect which stipulated annual participation goals of 30% MBE and 10% WBE.

During 1988-89, our eligible contract dollars totaled \$23,873,844. Of this amount, \$8,477,115 (36%) was awarded to MBE primes and \$238,338 (1%) to WBE primes. Seven (7) concession leases were awarded: Cigarette Vending, California Products Shop (MBE), Mobile Catering A (MBE), Mobile Catering B (MBE), Duty Free Shop (In-Bond), Beauty Salon and Gifts/Newsstand Shop under a Principal Concession lease with MBE/WBE subleasing goals as a Newsstand (MBE) and Sports Shop (WBE). As previously indicated, three of these leases were awarded to MBE primes and two subleases were awarded to an MBE and a WBE.

For further identification of contracts by ethnic breakdown and dollar amount, I have enclosed computer printouts for both the construction/professional services contracts and concession leases. This annual report was also submitted to the Human Rights Commission on July 28, 1989.

If you or your staff should need additional information about our annual report, please let me know.

Very truly yours,

Original signed by
L. A. TURPEN

L. A. Turpen
Director of Airports

Enclosures

LAT:SC:ma

cc: Admin; Chron; File
2076D

ANNUAL MBE/WBE REPORT - FISCAL YEAR 1988/89

I. ANNUAL MBO CONTRACTING PERFORMANCE DATA

1.	Total eligible contract dollars awarded	\$23,873,884
2.	Total number of eligible contracts awarded	74
3.	Contract dollars awarded to MBE primes	\$ 8,477,115
4.	Percentage of contract dollars awarded to MBE's	36%
5.	Number of contracts awarded to MBE's	22
6.	Contract dollar amounts to:	
	Hispanic	\$ 4,429,714
	Asian/Pacific Islander	\$ 6,249,066
	Filipino	\$ 395,000
	Black	\$ 116,175
7.	Number of contracts awarded to:	
	Hispanic	5
	Asian/Pacific Islander	10
	Filipino	1
	Black	2
8.	Contract dollars awarded to WBE primes	\$ 238,338
9.	Percentage of contract dollars awarded to WBE's	1%
10.	Number of contracts awarded to WBE's	8
11.	Contract dollars awarded to WBE's:	
	Hispanic	\$ 61,000
	Asian/Pacific Islander	\$ 46,000
	White	\$ 101,975
	Black	\$ 29,363
12.	Number of contracts awarded to WBE's:	
	Hispanic	1
	White	3
	Black	2
	Asian/Pacific Islander	2

II. ANNUAL MBO CONCESSION PERFORMANCE DATA

1.	Total dollar amount from concessions	\$21,979,749
2.	Total number of concessions awarded	7
3.	Dollar amount of concessions from MBE Prime	\$ 532,513
4.	Percentage of Prime Contracts awarded to MBE's	43%
5.	Number of concessions awarded to MBE's	3
6.	Estimated dollar amount received from MBE Primes:	
	Filipino	\$ 64,002
	Asian	\$ 171,511
7.	Dollar amount of concessions from WBE Primes	0
8.	Number of concessions awarded to WBE Primes	0
9.	Number of subleases awarded to MBE's	2
10.	Dollar amount received from MBE subleases	
	Asian	\$ 57,000
	Hispanic	\$ 240,000

SC:ma
7/25/89
1833D

Item 12 - File 97-89-20

Note: This item was continued at the January 22, 1990, Governmental Operations Committee meeting.

Item: Ordinance to amend the Administrative Code by adding Chapter 12G relating to the award of subcontracts by City prime construction contractors to small minority and small women business enterprises (SMBE/SWBE).

Description: 1. Based on the United States Supreme Court's decision in City of Richmond v. Croson, the City Attorney in February, 1989, advised departments and contracting awarding authorities to implement a race- and gender-neutral subcontracting program in place of the then existing race- and gender-conscious program, because the statistical basis for the latter had not been a part of the development of the original MBE/WBE/LBE Ordinance.

2. The Board of Supervisors adopted Ordinance No. 175-89, the MBE/WBE/LBE II Ordinance, on May 22, 1989. That Ordinance, which was subsequently signed into law, contains provisions limiting the application of race- and gender-conscious prime contracting remedies to narrowly defined contracting categories. Those contracting categories have been shown to have a statistically significant variance from the amount of contracting dollars that would be expected to go to minorities and women, based on the availability of such firms in particular contracting categories.

3. The proposed ordinance contains the following five findings with respect to the subcontracting practices of the City's prime contractors, based on oral and written testimony submitted in the MBE/WBE/LBE II Ordinance hearings, the 1983 and 1989 reports of the Human Rights Commission, the 1989 reports of the Budget Analyst, the 1989 report of BPA Economics, Inc., and relying upon the Board's knowledge about the City's compliance with the small minority and small women business contracting program:

a. The evidence before the Board reflecting that small minority and small women owned businesses are receiving City construction subcontracting dollars that are comparable to the availability of such businesses merely reflects that prime contractors competing for City construction contracts were complying with the City's SMBE/SWBE subcontracting program during FY 1987-88.

BOARD OF SUPERVISORS
BUDGET ANALYST

- b. The weight of the testimony and other evidence before the Board indicates that nonminority construction contractors doing business with the City systematically exclude qualified SDBE/SDBE firms from subcontracting opportunities.
 - c. Race- and gender-neutral measures employed by the City since February 1989 have not prevented the City from being a passive participant in the systematic discrimination against SDBE/SDBE firms.
 - d. Unless the City takes positive steps to prevent discrimination against SDBE/SDBE firms by the City's prime contractors, the City will become a passive participant in the system of racial- and gender-based exclusion practiced by the City's prime construction contractors.
 - e. The City's SDBE/SDBE subcontracting program for construction contracts must be continued to prevent the City from once again becoming a passive participant in the systematic exclusion of SDBE/SDBE firms from subcontracting opportunities on City construction contracts.
4. The proposed ordinance contains the following provisions with respect to the policy, scope, definitions, powers and duties of the HRC and its Director, powers and duties of contract awarding authorities, SDBE/SDBE participation goals, monitoring and reporting, compliance, review and implementing instructions:
- a. Policy: The City will rely on the relationship between the percentages of SDBE/SDBE firms in the relevant business community sector and their respective shares of City subcontract dollars as a measure of the effectiveness of this proposed ordinance.
 - b. Scope: The ordinance would apply only to the award of subcontract dollars by the City's prime construction contractors.
 - c. Definitions: Although the wording may be slightly different on a few of the definitions because of the emphasis on subcontracting as opposed to prime contracting, with the following exceptions, the definitions section is a subset of the definitions section of the MBE/WBE/LBE Ordinance II:

BOARD OF SUPERVISORS
BUDGET ANALYST

- (1) Back Contracting;
- (2) Economically Disadvantaged;
- (3) Small Minority Business Enterprise (SMBE);
- (4) Small Women Business Enterprise (SWBE);
- (5) Small Woman/Minority Man Business Enterprise (SW/MBE);
- (6) Subcontractor.

d. Powers and Duties: The Human Rights Commission would have the following powers and duties:

- (1) Data collection, analysis and reporting;
- (2) Levying sanctions;
- (3) Amending existing rules and regulations establishing standards and procedures for administering the ordinance.

e. The Director, Human Rights Commission, in addition to the duties and powers given elsewhere, would certify businesses as bona fide SMBE/SWBE firms and be responsible for providing information and assistance to SMBE/SWBE firms.

f. City Departments or Contract Awarding Authorities would have the following powers and duties:

- (1) Impose such sanctions or take such other actions as are designed to ensure compliance with the provisions of the ordinance:
- (2) Not award any contract to a person or business who or which is disqualified from doing business with the City under the provisions of the ordinance.

g. All construction contracts would include the following requirements:

- (1) Require, where subcontracting is utilized, that the bidder demonstrate every "good faith effort" to subcontract with SMBE/SWBE firms;
- (2) Require a signed notarized statement declaring the intention to fully comply with the provisions of the Ordinance;

BOARD OF SUPERVISORS
BUDGET ANALYST

(3) Incorporate the Ordinance by reference and provide that the failure of any bidder, contractor, or subcontractor to comply with any of its requirements shall be deemed a material breach of contract;

(4) Incorporate liquidated damages provisions;

(5) Specify the continuing responsibilities of prime contractors during the term of the contract with respect to fulfilling SDBE/SWBE participation commitments, good faith efforts to utilize SDBE/SWBE firms, urging subcontractors to utilize SDBE/SWBE firms, and maintaining records necessary for monitoring compliance with the provisions of the Ordinance.

(6) Specify that whenever contract amendments are made which cumulatively increase the total dollar value of the contract by more than ten percent, the contractor shall comply with those SDBE and SWBE provisions of the Ordinance that applied to the original contract with respect to the amendment.

(7) Prohibit "back contracting" to the prime contractor or higher tier subcontractor for any purpose inconsistent with the provisions of the Ordinance.

h. SDBE and SWBE participation goals:

(1) Contracts for construction, the estimated cost of which exceeds \$50,000, would be awarded in accordance with the following standards and procedures:

(a) The Director, HRC, would set the SDBE and SWBE participation goals based on the degree to which such goals would contribute to increasing the participation of SDBEs and SWBEs in City contracts, the level of participation of SDBEs and SWBEs in contracts awarded by other governmental agencies in San Francisco, and the availability of SDBEs and SWBEs that are capable of performing the services required.

BOARD OF SUPERVISORS
BUDGET ANALYST

(b) Bids and proposals shall identify the particular SMBE/SWBE firms to be utilized in performing the contract, specifying for each the dollar value of the participation, the type of work to be performed, and such information as may reasonably be required to determine the responsiveness of the bid or proposal.

(c) During the term of the contract, any willful failure to comply with the levels of SMBE/SWBE participation identified in the bid or proposal shall be deemed a material breach of contract.

(d) A contracting awarding authority or a department may request the Director to waive the requirements with respect to this section, or to reduce the amount of the SMBE/SWBE goals by submitting the reasons therefore to the Director prior to solicitation of bids or proposals. A contractor may request the contracting awarding authority or department to waive or reduce the amount of the SMBE/SWBE goals by submitting the reasons therefore to the contract awarding authority at the time of the bid or proposal. The Director or the contract awarding authority, as the case may be, shall grant such a waiver or reduction of the SMBE/SWBE goal based on the nature of the work or availability of qualified SMBE/SWBE firms capable of performing the work.

i. Monitoring, Reporting, and Compliance: The requirements and responsibilities covering this subject are essentially the same as those in the MBE/WBE/LBE II Ordinance.

j. Review: The Commission shall review and report to the Board of Supervisors, the Chief Administrative Officer, and the Mayor annually on the extent of SMBE and SWBE participation in City prime construction contracts. If in the opinion of the Commission, the objectives of the Ordinance have been achieved in whole or in part, the Commission shall recommend to the Board of Supervisors that those sections be repealed. The Ordinance shall expire three years from its effective date unless extended by the City.

BOARD OF SUPERVISORS
BUDGET ANALYST

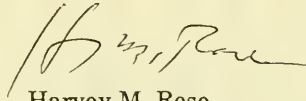
k. Implementing Regulations: The HRC shall, within 30 days of the enactment of this Ordinance, establish appropriate amendments to the rules, regulations, and procedures adopted and promulgated by the HRC pursuant to Ordinance 139-84. The public and affected agencies shall have the opportunity to provide input to and comment on the amendment to the regulations prior to their formal adoption. The rules and regulations shall provide for administrative procedures that allow a prime construction contractor to establish that the Ordinance's remedial measures should not be applied to the construction industry at the time that SMBE/SWBE participation in construction contracts has reached parity with the available number of SMBE/SWBE firms in the relevant business community and SMBE/SWBE firms no longer suffer from a competitive disadvantage in the construction industry.

Comments:

1. The proposed Ordinance is in a first draft form.
2. Findings one (point 3a.) and two (point 3b.), which are concerned with the degree of participation SMBE/SWBE firms have experienced in construction contracting in the City, as reflected in testimony before the Board of Supervisors, appear to be contradictory. Finding one states that evidence before the Board shows that SMBE/SWBE firms are awarded subcontract dollars that are comparable to the available numbers of SMBE/SWBE firms in the relevant market. Finding two states that evidence presented to the Board reflects that nonminority construction contractors competing for or doing business with the City systematically exclude qualified SMBE/SWBE firms from subcontracting opportunities on City construction contracts.
3. The Budget Analyst was directed to obtain the names and the MBE/WBE status of construction subcontractors on the 20 largest private construction developments within the City, initiated within the last five years. A list of those projects, as obtained from the Bureau of Building Inspection (BBI) of the Department of Public Works, is attached. The total estimated cost of those projects is \$1,046,807,701. The list includes the project owner and the names of general contractors, as well as the electrical contractors, plumbing contractors, the project architect, and the project engineer, where available. The listing also includes the totals for various subcontracting trades for certain of the projects, along with the number of MBE/WBE firms for those various subcontracting trades.

BOARD OF SUPERVISORS
BUDGET ANALYST

Recommendation: Approval of this proposed ordinance is a policy matter for the Board of Supervisors.



Harvey M. Rose

cc: Supervisor Gonzalez
Supervisor Hsieh
Supervisor Alioto
President Britt
Supervisor Hallinan
Supervisor Hongisto
Supervisor Kennedy
Supervisor Maher
Supervisor Nelder
Supervisor Walker
Supervisor Ward
Clerk of the Board
Chief Administrative Officer
Controller
Carol Wilkins
Stacy Becker
Ted Lakey

BOARD OF SUPERVISORS
BUDGET ANALYST

20 Large Construction Projects

Location	Estimated Cost	Owner	Use	General Contractor	Electrical Contractor	Plumbing Contractor	No. of Other MBE/WBE Subcontractors	Date Approved	Project Architect	Project Engineer
2 New Montgomery	\$50,000,000	KYO-YA Co., Ltd.	Hotel	Stoie, Inc.	McClure Electric Inc.	Scott Co.	4 of 55	Mar 1989	S.O.M./J. Thus	Nevanindra Amin
600 Stockton St.	40,000,000	Criswell Development	Hotel	Kajima International	Viking Electric Inc.	Phibuss Engr.	1 of 39	Nov 1988	Jeffrey Pribyl	Steven Tripping
690 Townsend	55,000,000	Portman/Ray West Apparel Ptns.	Apparel Mart	Stoie, Inc	Not Available	J. Gibbs Sons, Inc. Allen Automatic Sprinkler Corp.	Not Available		John Portman	John Portman
600 California St.	53,500,000	Federal Home Loan Bank of S.F.	Office/ Retail	Not Available	LERA Electric	Scott Co. Ginnell Fire Pro.	0 of 8	Mar 1988	John Peterson Fox Assoc.	Skillings, Ward Magnuson, & Barksh
55 4th St.	126,891,600	YBSG Associates, Inc.	Hotel	Yerba Buena Gardens Assoc.	AD Art Inc.	F.W. Spencer Ginnell Fire Pro.	Not Available	Aug 1986	DKJM	Martin, Middlebrook, Nishkan
350 Stewart St.	59,500,000	Hills Bros. Coffee Inc.	Office/Retail/ Residential	Kell Construction	Viking Electric Mitsubishi Elevator Co.	J. Gibbs Sons, Inc. Allied Fire Pro.	1 of 6	Feb 1986	Whisler-Parri	Buelher & Buelher
777 Mission St.	25,500,000	YBSG Associates	Ballroom	Yerba Buena Gardens Assoc.	Somar-Electric Contra Costa Electric, Inc.	F. W. Spencer Ginnell Fire Pro.	Not Available	Dec 1985	DKJM/Reid & Tancs	Martin, Middlebrook, Nishkan
66 Howard St.	58,540,930	Rincon Center Associates	Office/ Residential	Tudor Saliba Perini	Not Available	Scott Co.	Not Available	Dec 1985	Wm. Pereira	Raj Desai
100 First St.	62,000,000	100 First Limited	Office/ Retail	Swinton & Walberg	Dover Elevator Co. LERA Electric Xian Corp	Scott Co.	Not Available	Nov 1985	S. O. M.	Not Available
865 Market St.	77,726,919	SMG Market, Inc.	Office/ Retail	Swinton & Walberg	Bohlen Electric, Inc. CBF Inc. Martinez Electric Col	F. Spencer Frontier Bldg. Allied Fire Pro.	Not Available	Oct 1985	Whisler-Parri	CYGN
109 Berry St.	\$33,489,928	China Basin Properties, Ltd.	Office/ Retail	Not Available	Not Available	Keinan Co.	Not Available	Aug 1985	Jorge DeQuasada	Puterman Davis
241 Battery St.	68,600,000	Three Embarcadero Ctr. West	Office/ Retail	Dinwiddie Construction Co.	Decker Electric Viking Electric	Scott Co.	Not Available	Aug 1985	John Portman	John Portman

20 Large Construction Projects

Location	Estimated Cost	Owner	Use	General Contractor	Electrical Contractor	Plumbing Contractor	No. of Other MB/MBE Subcontractors	Date Approved	Project Architect	Project Engineer
333 Battery St.	47,600,000	One Embarcadero Cir. West	Hotel/ Office/ Retail	Dinwiddie Construction Co.	Rosenfeld Electric American Construction & Supply McMillan Electric	J. Gibbs Sons, Inc.	1 of 12	Aug 1985	John Portman	John Portman
75 Hawthorne	48,389,700	Aicon, Inc.	Office/ Parking	Williams & Burrows	Red Top Electric Dover Elevator	Kaiman Co.	Not Available	June 1985	Lyman Lee	K. N. Tuan & Assoc.
340 Taylor St.	58,589,270	Hilton Hotels Corp.	Hotel	Not Available	Not Available	J. Gibbs Sons, Inc. Cosco Fire Pro.	Not Available	Apr 1985	John Carl Warnecke	Martin, Middlebrook, Nishkan
620 Harrison St.	28,851,000	Hraemar Holdings Corp. S.A.	Office/ Retail/ Parking	Webcor Builders, Inc	Not Available	J. Gibbs Sons, Inc. Quality Fire Pro.	Not Available	Dec 1984	Tai Assoc.	Not Available
505 Montgomery St.	39,860,000	The Empire Group	Office	Dinwiddie Construction Co.	Decker Electric Crown Electric Dover Elevator Co.	J. Gibbs Sons, Inc.	1 of 22	Sep 1984	S.O.M.	S.O.M.
222 Mason St.	41,842,000	AMTAD, Inc.	Hotel	Not Available	Rosenfeld Electric Peterson Power & Light	J. Gibbs Sons, Inc.	Not Available	Oct 1984	Whisler-Patri	Not Available
255 Hemlock St.	41,487,000	Not Available	Office	Not Available	Rosenfeld Electric G. J. Yamas Co.	Scott Co. Associated Fire Pro.	Not Available	Sep 1984	Wurstler, Bernardi & Emmons/Nichols Terleky	Not Available
888 O'Farrell	29,438,724	Maiboney, ALI & Klapper I Assoc.	Office/ Residential/ Retail	Trinity Properties	Not Available	Kaiman Pblg. Co. Wormald Fire Systems	2 of 10	Aug 1984		Not Available
Total Estimated Cost	\$1,046,807,071									
MB/MBE Firms				0 of 15	6 of 29	0 of 31	10 of 152		2 of 23	2 of 15
MB/MBE Firms in Construction Subcontracting				16 of 212						

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Actions Taken

**CALENDAR
MEETING OF
GOVERNMENTAL OPERATIONS COMMITTEE
BOARD OF SUPERVISORS
CITY AND COUNTY OF SAN FRANCISCO**

MONDAY, FEBRUARY 5, 1990 - 10:00 A.M.

ROOM 228, CITY HALL

PRESENT: SUPERVISORS GONZALEZ, HSIEH, ALIOTO

ABSENT: SUPERVISOR GONZALEZ - ITEMS 9 - 11 *DOCUMENTS DEPT.*

CLERK: GAIL JOHNSON

Feb 8 1990

San Francisco

CONSENT CALENDAR

1. All matters listed hereunder constitute a Consent Calendar, are considered to be routine by the Governmental Operations Committee, and will be acted upon by a single roll call vote of the Committee. There will be no separate discussion of these items unless a member of the Committee or a member of the public so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item:
 - (a) File 27-90-1. [Airport - Lease Modification] Ordinance approving modification No. 1 of lease agreement between Air Canada and City and County of San Francisco, acting by and through its Airports Commission. (Airports Commission)
 - (b) File 146-90-3. [Grant - State Funds] Resolution authorizing the Department of Public Health, Division of Mental Health, Substance Abuse and Forensic Services, to apply for, accept and expend a grant of \$20,215 from the State Department of Mental Health for the mental health primary prevention in the schools project. (Department of Public Health)
 - (c) File 146-90-4. [Grant - Federal Funds] Resolution authorizing the Department of Public Health, AIDS Office, to apply for, accept and expend a grant of \$43,751 from the U.S. Department of Health and Human Services for the long term follow up of Hepatitis B Vaccine recipients in San Francisco. (Department of Public Health)
 - (d) File 146-90-5. [Grant - Private Funds] Resolution authorizing the Department of Public Health, Homeless Program, to apply for, accept and expend a grant of \$283,475 for 1990 from Comic Relief for the continuation of services to homeless people and the establishment of three rooms in a hospice dedicated to homeless persons with AIDS/ARC. (Department of Public Health)

- (e) File 146-90-6. [Grant - State Funds] Resolution authorizing the Department of Public Health, AIDS Office, to apply for, accept and expend a grant of \$120,966 from the Health Resources and Services Administration, to fund the Laguna Honda Hospital Renovation Project to provide skilled nursing care to AIDS patients. (Department of Public Health)
- (f) File 146-90-7. [Grant - Private Funds] Resolution authorizing the Department of Public Health/Family Health Bureau, to accept and expend a grant of \$358,922 from California Family Planning Council, Inc., for family planning services. (Department of Public Health)

ACTION: Item d removed from Consent Calendar. Remainder of Consent Calendar recommended.

File 146-90-5. Amended on line 2, by replacing "\$283,475" with "\$83,500"; on line 3, following "people", by deleting "and the establishment of three"; on line 6, following "fund", by deleting "a"; on line 7, following "and", by deleting "b) Innovation and Unmet Special Needs projects to support a"; on line 12, following "Relief", by deleting "and"; and on line 18, following "persons", by deleting "and \$199,975 for the". Further amended by deleting lines 4, 8, 13, 14, 19 and 20. Recommended as amended. New title: "Authorizing the Department of Public Health, Homeless Program, to apply for, accept and expend a grant of \$83,500 for 1990 from Comic Relief for the continuation of services to homeless people."

REGULAR CALENDAR

- 2. File 40-89-16.1. Hearing to consider progress report of the Task Force on the Residential Permit Parking Program. (Supervisor Gonzalez)
(Continued from 1/2/90)
- 3. File 179-90-1. [Sick Leave] Ordinance preserving unused sick leave of employees resigning on or after December 26, 1989 so that when provisions are made for the transfer of sick leave pursuant to Charter Section 8.364 by ordinance, such sick leave will be eligible for transfer. (Supervisors Nelder, Britt)
(Continued from 1/22/90)

ACTION: Recommended. (Add Supervisor Alioto as co-sponsor.) (Supervisor Hsieh Dissenting) (TO BOARD AS A COMMITTEE REPORT FOR CONSIDERATION ON FEBRUARY 5, 1990.)

- 4. File 196-90-1. [Grant - State Funds] Resolution authorizing the Transportation Policy Group to propose a program of projects for anticipated State funding using flexible congestion relief and urban rail improvement capital resources. (Transportation Policy Group)
(Continued from 1/22/90)

ACTION: Recommended.

5. File 105-90-1. [Salaries and Wages] Ordinance fixing and determining rates of compensation to be paid Municipal officers and employees, whose offices and positions are allocated to classes specified herein and compensation for which are subject to provisions of Section 8.405 of this Charter providing that said rates of compensation shall be effective beginning July 1, 1989 repealing Ordinance No. 299-89 (police and fire). (Civil Service Commission)

ACTION: Recommended.

6. File 106-90-1. [Annual Salary Standardization Ordinance] DRAFT ordinance fixing, designating, enumerating and providing schedules of compensation for persons employed by the City and County, San Francisco Community College District and San Francisco Unified School District whose compensations are subject to provisions of Sections 8.400, 8.401 and 8.407 of the Charter; effective July 1, 1990. (Supervisor Gonzalez on behalf of Civil Service Commission)

ACTION: Hearing held. Continued to Call of the Chair.

7. File 64-90-3. [Lease of Real Property] Resolution authorizing lease of real property at 25 Van Ness Avenue, Suite 888, for offices, for the Department of Parking and Traffic. (Real Estate Department)

ACTION: Amended on page 1, at the end of line 3, by inserting "providing for ratification of lease previously entered into"; on page 1, line 12, by replacing "shall commence" with "commenced on"; and on page 2, line 3, by inserting "The Board of Supervisors further ratifies the action of the Director of Property in entering into their lease prior to this approval by the Board." Recommended as amended. New title: "Authorizing lease of real property at 25 Van Ness Avenue, Suite 888, for offices, for the Department of Parking and Traffic; providing for ratification of lease previously entered into."

8. File 146-90-8. [Grant - Federal Funds] Resolution authorizing the Department of Public Health, AIDS Office, to apply for, accept and expend a grant of \$6,407,658 from the Department of Health and Human Services to continue to fund the AIDS Prevention and Surveillance Project. (Mayor)

ACTION: Amended at the end of line 4, by inserting "placing \$105,000 on reserve". Further amended by inserting the following at the end of line 9:
"and, be it

FURTHER RESOLVED, That the funds for outside consultant services totaling \$105,000 be reserved pending selection of contractors and to be released by the Governmental Operations Committee of the Board of Supervisors."
Recommended as amended. New title: "Authorizing the Department of Public Health, AIDS Office, to apply for, accept and expend a grant of \$6,407,658 from the Department of Health and Human Services to continue to fund the AIDS Prevention and Surveillance Project; placing \$105,000 on reserve". (TO BOARD AS A COMMITTEE REPORT FOR CONSIDERATION ON FEBRUARY 5, 1990.)

9. File 153-90-1. [Grant - State and Federal Funds] Resolution authorizing the Department of Social Services to apply for, accept and expend grants from the California Department of Housing and Community Development and the Federal Emergency Management Agency in an amount up to \$6.2 million to establish two emergency shelters and multi-service centers, a rental deposit guarantee program, a family shelter and a single room occupancy hotel shelter for persons made homeless by the earthquake. (Department of Social Services)

ACTION: Amended on page 1, at the end of line 6, by inserting "placing \$6.2 million on reserve". Further amended on page 2, by inserting the following at the end of line 6:
"and, be it

FURTHER RESOLVED, That funds totaling \$6.2 million be reserved pending submission by the Department of Social Services of a more detailed budgetary breakdown of the expenditures for the proposed homeless shelter programs and to be released by the Governmental Operations Committee of the Board of Supervisors."

Recommended as amended. New title: "Authorizing the Department of Social Services to apply for, accept and expend grants from the California Department of Housing and Community Development and the Federal Emergency Management Agency in an amount up to \$6.2 million to establish two emergency shelters and multi-service centers, a rental deposit guarantee program, a family shelter and a single room occupancy hotel shelter for persons made homeless by the earthquake; placing \$6.2 million on reserve."

10. File 156-90-1. [Federal Funding] Resolution approving the expenditure of Refugee Funds and authorizing the President of the Private Industry Council of San Francisco, Inc. to sign, enter into and execute the State contract. (Private Industry Council).

ACTION: Continued to February 12, 1990 meeting.

11. File 27-90-2. Hearing to consider the compliance of the Human Rights Commission and the Airport with the Local Minority/Women Business Enterprise ordinance. (Supervisor Kennedy)

ACTION: Hearing held. Continued to February 12, 1990 meeting.

12. File 97-89-20. [Small Minority and Small Women Business Enterprises] DRAFT ordinance amending the Administrative Code by adding Chapter 12G, relating to the award of subcontracts by City and County prime construction contractors to small minority and small women business enterprises. (Supervisors Kennedy, Ward, Maher)
(Continued from 1/22/90)

ACTION: Hearing held. Continued to Call of the Chair.

CITY AND COUNTY



OF SAN FRANCISCO

BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 552-9292

February 8, 1990

TO: Governmental Operations Committee

FROM: Budget Analyst

SUBJECT: February 12, 1990 Governmental Operations Committee Meeting.

Item 1 - File 156-90-1

Note: This item was continued at the February 5, 1990 Governmental Operations Committee Meeting.

Agency: Private Industry Council (PIC)

Item: Resolution authorizing acceptance and expenditure of Federal grant funds.

Amount: \$263,473

Local Match: None

Source of Grant: Federal Office of Refugee Resettlement through the State Department of Social Services

Grant Period: January 1, 1990 through September 30, 1992

Project: Refugee Employment Social Services

Description: The proposed resolution would provide a total of \$263,473 including \$226,586 in funding to five subcontractors and \$36,887 for PIC administrative costs to provide services to refugees for the period from January 1, 1990 to May 30, 1990 (see Comment No. 2 below). The five subcontractors receiving funding for the proposed grant were from a list of seven subcontractors selected by the PIC Refugee Committee to receive grant funds for Fiscal Year 1989-90. All seven

subcontractors received grant funds totalling \$275,386 through a \$276,000 grant for program services for the Refugee Targeted Assistance Program approved by the Board of Supervisors in October of 1989 (File 156-89-2). The amount of the grants to each of the seven subcontractors are listed below.

The Private Industry Council administers three sets of refugee funds on behalf of the City and County of San Francisco. The Refugee Employment Social Services funds and the Refugee Targeted Assistance Program funds are used to provide employment and training services to refugees who are receiving public assistance. The Mutual Assistance Association Incentive funds are used to provide social adjustment and acculturation services to refugees including those who are not receiving public assistance. The proposed resolution is for the authorization and expenditure of funds for the Refugee Employment Social Services Program.

On January 4, 1990, the State Department of Social Services made a commitment for an initial allocation of \$263,473 to the City for Fiscal Year 1989-90. Of this \$263,473, \$36,887 is for administrative costs incurred by the PIC and \$226,586 is for program services to the five subcontractors. These funds would be allocated as follows:

<u>Subcontractors</u>	<u>Amount Approved 10/1/89</u>	<u>Current Recommendation</u>	<u>Total Funding</u>
International Rescue Committee	\$43,546	\$ 55,479	\$ 99,025
Third Baptist Church	16,980	0	16,980
Refugee Employ. Asst. Prog.	63,460	68,453	131,913
Vietnamese Youth Development Center	6,000	0	6,000
Center SE Asian Refugee	28,005	13,998	42,003
Center SE Asian Refugee	43,425	33,287	76,712
Jewish Vocational Services	50,400	36,000	86,400
Participant Support Services	12,570	12,500	25,070
On-the-Job Training Set Aside	<u>11,000</u>	<u>6,869</u>	<u>17,869</u>
Subtotal	\$275,386	\$226,586	\$501,972
 <u>PIC Administration Costs</u>	 <u>63,621</u>	 <u>36,887</u>	 <u>100,508</u>
 Federal Grant Total	 \$339,007	 \$263,473	 \$602,480

Comments:

1. The \$36,887 allocated to the PIC for administrative costs represents 14% of the anticipated grant total of \$263,473. The PIC has previously reported and explained the basis of its

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allocation of funds received for administrative costs to the Budget Analyst for the grant approved in October of 1989 (File 156-89-2). The PIC indicated that 92 percent of such funds received for administrative expenses were for salaries and fringe benefits for staff (in the areas of planning, operations, fiscal and administration) and 8 percent were for overhead costs. At that time, Mr. Arcelona of the PIC indicated that the funds provided for reimbursement did not cover the full costs incurred by the PIC in administering the program. Mr. Arcelona confirms that approximately the same allocation exists for the proposed grant.

2. Mr. Arcelona reports that the grant period for this Federal grant is January 1, 1990 through September 30, 1992. Mr. Arcelona states that PIC intends to spend the \$263,473 of grant funds by May 30, 1990.

3. Since the writing of the Budget Analyst's initial report on this item, the Contracts Division of the State Refugee Offices has notified PIC that the proposed resolution before the Board of Supervisors must reflect the exact figure of the current State allocation (\$263,473) and not the total anticipated grant funding for Fiscal Year 1989-90 (PIC anticipates total funding of at least \$526,946).

4. Because of the State's position regarding the funding levels stated in the proposed resolution, the resolution should be amended (a) so that the amount in line 20 is changed from \$453,172 to \$226,586 and (b) the statement in line 21 "(arrived at by doubling the initial allocation of \$263,473)" is deleted.

Recommendations: 1. Amend line 20 to change the amount recommended by the Refugee Committee from \$453,172 to \$226,586 and amend line 21 to delete the phrase "(arrived at by doubling the initial allocation of \$263,473)".

2. Approve the proposed resolution as amended.

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Item 2 - File 97-89-53

1. The proposed ordinance would amend Section 16.9-2 of the San Francisco Administrative Code to authorize application for State aid for the training of investigators of the District Attorney's Office granted by the California Commission on Peace Officer Standards and Training (POST).

2. Sections 13520 through 13524 of the Penal Code of the State of California set forth the application and allocation procedures for the receipt of aid from POST. Section 13524 specifically includes investigators of a district attorney's office as being eligible to apply for such aid. The proposed ordinance would amend Section 16.9-2 of the Administrative Code, pursuant to Section 13524, to authorize investigators of the San Francisco District Attorney's Office to apply to POST for reimbursements for training or other benefits bestowed by POST.

3. POST is a Statewide organization which seeks to guarantee the quality and training of peace officers. POST provides basic and advanced training programs and seminars to peace officers throughout the State. In order for a department to be certified by POST, all employees within that department must receive certification as peace officers. For departments that have been certified, POST provides partial reimbursement for salaries (30 to 75 percent), tuition and expenses for those officers who attend its programs.

Comment:

Mr. John Majka of the Bureau of Investigation of the District Attorney's Office reports that the State has recently inspected all 38 investigators of the Bureau of Investigation and determined that all investigators were certified peace officers. Mr. Majka states that the proposed ordinance would allow investigators of the District Attorney's Office to participate in POST programs and for the District Attorney's Office to obtain reimbursement for training or other benefits for those investigators who participate in such programs.

Recommendation:

Approve the proposed ordinance.

Items 3 and 4 - Files 154-89-3 and 154-89-3.1

1. The proposed ordinance (File 154-89-3.1) would authorize an amendment of the agreement between the California State Public Employees' Retirement System (PERS) and the City which would provide for Probation Officers and Juvenile Hall Counselors to transfer from the City Employees' Retirement System to PERS. The proposed resolution (File 154-89-3) would declare the Board of Supervisors intent to approve such an amendment.

2. San Francisco Charter Section 8.506-2 provides that Probation Officers, Airport Police Officers, District Attorney and Public Defender Investigators, Coroner Investigators, Juvenile Court Counselors and Institutional Police shall be members of PERS. Section 8.506-2 also provides that such membership shall result in no net increase in cost to the City. The Airport Police Officers, District Attorney Investigators and Institutional Police have already transferred to PERS at no net increase in cost to the City.

3. The 1989-90 budget includes the following Probation Officer and Juvenile Hall Counselor positions that would transfer to PERS:

<u>Number</u>	<u>Classification</u>	<u>Top Step Annual Salary</u>
16	8316 Assistant Counselor	\$24,622
7	8318 Counselor II	34,892
52	8320 Counselor, Juvenile Hall	31,720
13	8321 Counselor, Boys' Ranch School	34,060
9	8322 Senior Counselor, Juvenile Hall	38,402
2	8323 Senior Counselor, Boys' Ranch School	38,974
6	8324 Supervising Counselor, Juvenile Court	42,900
1	8326 Assistant Director, Boys' Ranch School	46,566
1	8330 Director, Boys' Ranch	54,444
1	8340 Assistant Director, Juvenile Hall	46,566
1	8344 Director of Juvenile Hall	60,892
1	8407 Traffic Hearing Officer, Juvenile Court	52,104
9	8414 Supervising Probation Officer, Juvenile Court	47,268
2	8415 Senior Supervising Probation Officer, Juvenile Court	54,444
1	8416 Assistant Chief Probation Officer, Juvenile Court	60,892
1	8418 Chief Probation Officer, Juvenile Court	83,174
8	8434 Supervising Adult Probation Officer	47,268
2	8435 Senior Supervising Adult Probation Officer	57,434
1	8436 Chief Adult Probation Officer	83,174
77	8440 Probation Officer	38,974
<u>58</u>	8442 Senior Probation Officer	42,900

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4. Mr. Kieran Murphy of the City Employees' Retirement System indicates that although PERS contribution rates are subject to change, based on rate information currently available, the transfer of Probation Officer and Juvenile Hall Counselor positions to PERS will not result in any net increase in City cost through the year 2000.

Recommendation

Approve the proposed resolution (File 154-89-3) and the proposed ordinance (File 154-89-3.1)

Item 5 - File 27-90-3

Department: Airports Commission

Item: Ordinance approving the Modification to Lease and Use Agreement between USAir, Inc., and the City and County of San Francisco acting by and through its Airports Commission.

Lease: USAir

Description:

1. The existing lease with USAir is for a 30-year term from July 1, 1981 to June 30, 2011.
2. The proposed lease modification would increase the exclusive use space occupied by USAir in Boarding Area A of the South Terminal by 1,572 sq. ft. from 39,683 sq. ft. to 41,255 sq. ft and decrease the joint-use space by 1,608 sq. ft. from 36,164 sq. ft. to 34,556 sq. ft. The space occupied by USAir can be broken down as follows:

	<u>Sq. Ft.</u>
Exclusive Use Areas	
Boarding Area A	<u>41,255</u>
Subtotal Exclusive Use Area	41,255
Joint-Use Areas	
Boarding Area A	<u>34,556</u>
Total Space Occupied	75,811
3. The exclusive use space occupied by USAir, a total of 41,255 sq. ft., can be broken down into the following space categories:

	<u>Sq. Ft.</u>
Category I (Ticket counters and hold rooms)	19,563
Category II (Curbside baggage check-in space)	10,240
Category III (Administration and operations offices)	11,452
Category IV (Baggage handling areas)	<u>0</u>
Total	41,255

Comments:

1. Mr. Bob Rhoades of the Airport reports that the proposed lease modification for USAir is a technical realignment of USAir's exclusive and joint-use space to take account of the changes in USAir's space at the Airport due to USAir's acquisition of Pacific Southwest Airlines.

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2. Mr. Rhoades reports that the changes in USAir's exclusive and joint-use space will result in increased revenues to the Airport from USAir of approximately \$83,380 annually. However, it should be noted that such revenues have previously been accounted for in the Airport's 1989-90 budget.

Recommendation: Approve the proposed ordinance.

Item 6 - File 89-90-1

1. The proposed resolution would authorize employees in various classifications to enroll in the State Disability Insurance (SDI) Program. The cost of SDI coverage would be paid by the employees through normal payroll deductions. The proposed legislation would not involve significant cost to the City as the Controller's payroll/personnel system is programmed to include this deduction.

2. SDI pays disability benefits to employees who suffer a non-industrial injury or illness. SDI-eligible employees have been paying into the SDI system since July 1, 1981. Currently, the payroll deduction is 0.9% of the first \$25,149 of gross salary for each employee (maximum of \$226.34 annually). While SDI coverage is mandatory for all employees within bargaining units enrolled in the SDI program, it is not mandatory that employee classifications which are not represented by a bargaining unit be included in the SDI program unless a majority of employees within the classification requests coverage.

3. The following classifications which are not represented by a bargaining unit would be authorized to enroll in the State Disability Program under this proposed ordinance.

<u>Position</u>	<u>Classification</u>	<u>No. of Employees</u>
0592	Payroll/Personnel Director	1
0622	Deputy Jury Commissioner	1
1246	Principal Personnel Analyst	10
2559	Director of Activity Therapy LHH	1

4. The Employee Relations Division (ERD) reports that it has received letters requesting coverage signed by the Payroll/Personnel Director, the Deputy Jury Commissioner, the Director of Activity Therapy LHH, and the majority of the employees in the Principal Personnel Analyst classification.

Recommendation

Approve the proposed resolution.

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Item 7 -File 94-90-1

Department: Public Utilities Commission (PUC)
Municipal Railway (MUNI)

Item: Proposed resolution to authorize the Public Utilities Commission to apply for, accept and expend \$47,191,200 of Federal Capital Assistance funds under Section 3 of the Urban Mass Transportation Act of 1964 (UMTA) and required local match funds to provide financing for building the MUNI Metro Turnback Project.

Amount of Grants:	UMTA Section 9 Capital Assistance (75%)	\$35,393,400
	Local Match (25% - see sources below)	<u>11,797,800</u>
	Total	\$47,191,200

Source of Grant: Federal UMTA Section 9 Formula Assistance

Sources of Local Match: Local match resources include State Transit Capital Improvement Funds, Clean Air and Transportation Improvement Act Funds, Kopp-Katz-Baker Transportation Blueprint for the Twenty-First Century Funds, State Transit Assistance Funds, Bridge Toll Net Revenues, Transit Impact Development Fees, San Francisco Municipal Railway Improvement Corporation Funds and/or Transportation Sales Tax Revenues.

Project Budget: PUC estimates are preliminary for construction and related costs to be scheduled during the eighteen-month period from January 1991 through June 1992 and are presented at this time in order to fulfill Federal grant application requirements. The preliminary budget is as follows:

Professional Services Agreements:	\$ 2,000,000
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These services would include Public Information, Archeology and Construction Management.

City Staff Work Related to Design:	
Utilities Engineering Bureau (UEB)	\$90,000
DPW, MUNI and Port Engineering	<u>10,000</u>
	100,000

City Staff Work Related to Construction:	
Utilities Engineering Bureau (UEB)	1,800,000
DPW, MUNI and Port Engineering	<u>200,000</u>
	2,000,000

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Contingency: 191,200

This would include uncovering unforeseen archeology finds and unknown hazardous materials.

Construction Contracts: 39,000,000

These funds would include fabrication of tracks, switches, sub-stations, other specialty items and tunneling contractors. PUC plans to use, in the beginning of 1991, a pre-qualifying process to select a Joint-venture group.

Project Administration: 3,900,000

Based on an estimated 10 percent of construction contracts.

Total Estimated Project Budget \$47,191,200

Description:

The proposed MUNI Metro Turnback project located at the BART Embarcadero Station entails the construction of a tunnel and the purchase of additional rolling stock. Funding will be sought in phases over the next three years. The proposed project would provide additional capacity to store rolling stock during off-peak hours or for emergency maintenance work of disabled vehicles. This should allow the ready storage of empty vehicles on a temporary basis and permit rapid systemwide recovery from occasional equipment breakdowns by allowing malfunctioning vehicles to be removed quickly from service. The current system hampers an efficient operation of the MUNI Metro for the following reasons.

- The vehicle turnaround time limits the number of trains which can be operated in the subway to about 20 per hour, hence limiting MUNI Metro system capacity.
- Due to this vehicle headway constraint, MUNI must couple all peak-period trains on route, so as to maximize passenger capacity in the subway. This coupling procedure causes delays to passengers at the Duboce Portal and at West Portal Stations where coupling takes place.

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- MUNI must employ extra help on the Embarcadero Station platforms to reverse the cab controls in the multi-car trains so the cars may pullout in the reverse direction promptly.
- The existing two track Embarcadero Station configuration can store a maximum of only four vehicles. Any disabled train of more than two cars in length must be towed back through the subway system to the Metro Center. Until they can be removed from revenue tracks, these disabled trains clog the subway and upset service on all five Metro lines. Vehicles not needed for off-peak service must be moved to the Metro Center for temporary storage which is costly and complicates the logistics of adding capacity during peak hours.

The rolling stock, which is not part of this proposed application, would be purchased as a separate capital project using Section 3 State Guideway and a mix of other local and regional funds. The total project allows the capacity of the Muni Metro subway to be increased and facilitates the further extension of MUNI Metro service to Mission Bay and the Caltrain Depot.

The MUNI Metro subway will be extended east of the BART/Muni Embarcadero station and under M. Justin Herman Park, coming to street level in the median of a rebuilt Embarcadero Boulevard. Two major alternatives were examined in the project's Environmental Impact Statement (EIS). This preferred alternative was selected between two proposed design proposals as part of the review and completion of the EIS.

The Urban Mass Transportation Administration and the Public Utilities Commission selected the underground alternative as the preferred project design. The underground alternative provides for a street level portal between Howard and Folsom Streets, with surface tracks extended within the Embarcadero median southward to the block between Folsom and Harrison Streets. Tracks for train switching would be constructed under the surface of the Embarcadero between Market and Howard Streets. One rail track would be extended south of Folsom Street for disabled train storage. This alternative preserves an exclusive right-of-way for train switching operations.

This Turnback project should significantly improve the reliability and efficiency of MUNI Metro subway operations by removing the bottleneck created by the two-track

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Embarcadero Station terminal, and provide additional track storage and improved inspection capabilities for disabled vehicles and for vehicles not needed in off-peak service. MUNI operates five high capacity surface/subway light rail transit lines between the outer residential areas and the City's downtown retail and commercial districts. The MUNI Metro 22 mile system currently carries about 135,000 daily riders. The Embarcadero Station serves as the terminal of the Municipal Railway system, delivering significant portions of the City's downtown workers, shoppers, and visitors to their jobs and other activities.

The development of the MUNI Metro Turnback is divided into the following six phases. The first two phases are completed.

<u>TASKS</u>	<u>BEGIN</u>	<u>COMPLETE</u>
Environmental Impact Statement	Mar. 1985	Aug. 1989
Preliminary Engineering	Mar. 1985	Nov. 1989
Final Engineering	Nov. 1989	Nov. 1990
Advanced Construction Activities	July 1990	Mar. 1991
Const. Bid Call, Opening & Award	Nov. 1990	Mar. 1991
Construction Activities	Mar. 1991	Dec. 1994

The total project is estimated to cost approximately \$138,621,200, and to continue through FY 1993-94. The Federal funding and local matching funds are to be provided from available grant funding periods as indicated below:

	<u>Prior Years</u>	<u>1989-90</u>	<u>1990-91</u>	<u>1991-93</u>	<u>Total</u>
Preliminary Engineering	\$3,000,000	-0-	-0-	-0-	\$3,000,000
Final Engineering	4,780,000*	-0-	-0-	-0-	4,780,000
Construction	<u>8,650,000*</u>	<u>47,191,200**</u>	<u>50,000,000</u>	<u>25,000,000</u>	<u>130,841,200</u>
TOTAL	\$16,430,000*	\$47,191,200**	\$50,000,000	\$25,000,000	\$138,621,200

* Includes a pending Section 3 application for Final Engineering and Advanced Construction Activities.

** Subject of the proposed resolution.

Note: The funding cycles are Federal fiscal years, October through September.

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The proposed Federal Capital Assistance grant under UMTA's Section 3 requires a local matching contribution of 25 percent, as follows:

Federal Share (75%)	\$35,393,400
Local Share (25%)	<u>11,797,800</u>
Total	\$47,191,200

Comments:

1. This project has been assigned the highest development priority in the region for new rail starts and extensions by the Metropolitan Transportation Commission (MTC). Without this project, the extensions of MUNI Metro service to Mission Bay and the Caltrain depot cannot be undertaken. Local and regional land use and transportation planning officials anticipate the introduction of MUNI Metro service to Mission Bay in the mid-1990's.

2. The City uses the San Francisco Municipal Railway Improvement Corporation (SFMRIC), a nonprofit agency incorporated in California, as a major source of local share funding in federal grant programs. This nonprofit organization acquires the necessary funding through tax-exempt bond issues, and thus saves the City interest costs in the borrowing of funds for capital projects.

3. Ms. Gail Bloom of the PUC advises that the local share will probably be taken from the State Transit Capital Improvements Funds, Bridge Toll Net Revenues and the San Francisco Municipal Railway Improvement Corporation Funds. Other potential resources have been identified in the proposed legislation given that UMTA will probably require several months before making the actual award of Federal funds. Therefore, at the present time, several sources of funds for the local share have been identified, but it can be expected that only the sources identified herewith will be needed.

4. At this time PUC has not begun their process to develop a Request for Proposal (RFP) for the proposed professional services agreements included under the proposed legislation. Until a proposed RFP is developed by PUC, the \$2,000,000 budgeted for such work should be reserved.

Recommendation: Amend the proposed resolution to reserve \$2,000,000 for professional services agreements and approve the proposed resolution as amended.

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Item 8 - File 94-90-2

Department: Public Utilities Commission (PUC)
Municipal Railway (MUNI)

Item: Proposed resolution to authorize the Public Utilities Commission to apply for, accept and expend \$1,500,000 of Federal Capital Assistance funds pursuant to the Federal Aid Urban Systems Program authorized by Section 142 of Title 23 of the United States Code, and required local match funds to provide financing for project planning and preliminary engineering of the Metro East Light Rail Vehicle Maintenance and Storage Facility.

Amount of Grants:	UMTA Federal Aid Urban Systems (85%)	\$1,275,000
	Local Match (15% - see sources below)	<u>225,000</u>
	Total	\$1,500,000

Source of Grant: Federal Aid Urban Systems Program

Sources of Local Match: Local match resources include State Transit Capital Improvements Funds, Clean Air and Transportation Improvement Act Funds, Kopp-Katz-Baker Transportation Blueprint for the Twenty-First Century Funds, State Transit Assistance Funds, Bridge Toll Net Revenues, Transit Impact Development Fees, San Francisco Municipal Railway Improvement Corporation Funds and/or Transportation Sales Tax Revenues.

Project Budget:	Professional Services Agreement	\$1,200,000
	City Staff Work Related to Design	100,000
	City Staff Work Related to Project Management	50,000
	Contingency	50,000
	Project Administration (Indirect Costs)	<u>100,000</u>
	Total	\$1,500,000

Description: The proposed Metro East Light Rail Vehicle Maintenance and Storage Facility Project includes development of a new storage and maintenance facility to accommodate approximately 90 LRVs, with long-term expansion potential. The project would be developed in three phases: the first phase would provide funds for project planning and

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preliminary design; the second phase would fund site acquisition and engineering; and the third phase would fund engineering and construction.

The proposed expansion of the MUNI's light rail and historic streetcar fleets would accommodate service extensions and expected increases in ridership and would require an additional storage and maintenance facility able to service 90 LRVs by the mid-1990's. The extension of MUNI Metro south to Mission Bay and the Caltrain depot will necessitate vehicle layover capability in that area as well.

Future streetcar additions cannot be accommodated at the existing Green Metro Center which is near its design capacity now. Based on forecast growth and extensions, additional LRVs will be required to operate reduced headways and ease passenger crowding. The proposed F-MARKET streetcar line will require about 20 streetcars. An existing antique fleet of 18 streetcars must also be maintained. Conceptual engineering presently underway suggests that the historic and antique streetcar fleet should be housed in the Geneva yard.

The new rail maintenance and storage facility must also be designed to accommodate an additional operating division for the MUNI Metro rail system. Moreover, the possibility exists of relocating MUNI's central administrative offices to this site. As land availability is extremely limited, special consideration will be given to sites that allow for incremental expansion.

A site acquisition proposal will be linked to land use decisions in Mission Bay, particularly the continued use or the disposition of the existing Caltrain Depot at 4th and Townsend Streets. Presently, two sites are still being considered, as follows:

- Southwestern portion of Mission Bay (at 16th, 7th, Mariposa and Owens Streets)
- Seventh and Hooper Streets.

The development of the proposed Metro East Light Rail Vehicle Maintenance and Storage Facility is divided into nine phases. The first six completed phases and the three remaining phases are as follows:

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Memo to Governmental Operations Committee
February 12, 1990 Governmental Operations Committee Meeting

<u>TASKS</u>	<u>BEGIN</u>	<u>COMPLETE</u>
Prepare RFP to Select Consultant	Sep. 1987	Nov. 1987
Consultant Selection	Jan. 1988	Mar. 1988
Conceptual Engineering	Apr. 1988	Dec. 1988
Acquisition Appraisals	May 1988	Oct. 1988
California Environmental Quality Act/National Environmental Policy Act	Aug. 1988	Dec. 1989
Site Acquisition Negotiations	Oct. 1988	Dec. 1989
Project Engineering *	Jan. 1990	Dec. 1991
Bid Call, Opening and Award*	Jan. 1992	May 1992
Construction Activities**	Jun. 1992	Jan. 1995

* Assumes grant funds have been approved

** Assumes schedule coordination with Waterfront and
Mission Bay Projects

The total project is estimated to cost approximately \$73,258,000, and is to continue through FY 1994-95. The Federal funding and local matching funds are to be provided from available grant funding in the periods as indicated below:

	<u>Prior Years</u>	<u>1989-90</u>	<u>1990-91</u>	<u>1991-93</u>	<u>Total</u>
Project Planning	\$708,000	-0-	-0-	-0-	\$708,000
Preliminary Design	-0-	1,500,000***	-0-	-0-	1,500,000
Site Acquisition *	-0-	-0-	10,000,000	-0-	10,000,000
Project Engineering	-0-	-0-	5,400,000	-0-	5,400,000
Construction **	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>55,650,000</u>	<u>55,650,000</u>

TOTAL	\$708,000	\$1,500,000	\$15,400,000	\$55,650,000	\$73,258,000

* Land acquisition costs are based on market analysis of industrial land in the southern part of the City. The actual purchase price will be based on appraisals and practices approved by external funding agencies at the time of purchase.

** Construction costs have been adjusted for inflation. The costs are assumed to approximate the escalated costs for the new Santa Clara light rail maintenance and storage facility and up to one mile of yard lead construction.

*** Subject of this proposed request.

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Comments:

1. This grant application has been prepared in anticipation of receipt of UMTA Federal Aid Urban Systems funds. These Federal funds are only available for San Francisco transit and local road projects. MUNI has already used Transit Impact Development Fees for conceptual design for this project. This grant would provide funds to continue project planning and preliminary engineering.

2. The proposed resolution (File 94-90-2) should be amended to correct clerical errors as follows:

Page 1, Line 25 - add the word "engineering" after the word "preliminary"

Page 1, Line 30 - change the word "we" to the number "23"

Page 3, Line 12 and 13 - delete the phrase "for the, as detailed in Attachment"

3. At this time PUC has not begun their process to develop a Request for Proposal (RFP) for the proposed professional service agreement included under the proposed legislation. Until a proposed RFP is developed by PUC, the \$1,200,000 budgeted for such work should be reserved.

Recommendation: Amend the proposed resolution as identified in Comment 2 above and to reserve \$1,200,000 for professional service agreement and approve the proposed resolution as amended.

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Item 9 -File 94-90-3

Department: Public Utilities Commission (PUC)
Municipal Railway (MUNI)

Item: Proposed resolution to authorize the Public Utilities Commission to apply for, accept and expend \$32,500,000 of Federal Capital Assistance funds pursuant to Section 3 of the Urban Mass Transportation Act of 1964 (UMTA), and required local match funds to finance the purchase of up to 60 articulated trolley coaches.

Amount of Grants:	UMTA Section 3 Capital Assistance (75%)	\$24,375,000
	Local Match (25% - see sources below)	<u>8,125,000</u>
	Total	\$32,500,000

Source of Grant: Federal UMTA Section 3 Capital Assistance

Sources of

Local Match: Local match resources include State Transit Capital Improvement Funds, Clean Air and Transportation Improvement Act Funds, Kopp-Katz-Baker Transportation Blueprint for the Twenty-First Century Funds, State Transit Assistance Funds, Bridge Toll Net Revenues, Transit Impact Development Fees, San Francisco Municipal Railway Improvement Corporation Funds and/or Transportation Sales Tax Revenues.

Project Budget:	60 Articulated Trolley Coaches Purchase @ approx.	
	\$500,000 per coach incl. sales tax	\$30,000,000
	Spare Parts	1,000,000
	City Staff Work Related to Purchase	200,000
	Professional Services Agreement	500,000
	Contingency	730,000
	Project Administration (Indirect Costs)	<u>70,000</u>
	Total	\$32,500,000

Description: The proposed acquisition of up to 60 articulated trolley coaches will permit MUNI to continue the phased replacement of its existing fleet of 345 standard trolley coaches with 220 articulated trolley coaches and 75 standard trolley coaches over the next ten years. MUNI is purchasing another approximately 40 articulated trolley coaches in 1990 from a previous grant leaving the purchase of an additional 120 articulated trolley coaches to be scheduled after 1994 (60 under this request plus 40 plus 120 equals 220). The existing fleet of 345 standard trolley coaches was purchased in 1975 and has a useful life of about 18 to 20 years. Existing and

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future service needs support the use of several hundred articulated trolley coaches, so the effort to accelerate the articulated trolley coach fleet replacement is a prime MUNI objective.

MUNI plans several extensions of its trolley network and conversions of additional diesel bus routes to trolley operation over the next ten years. An increase in trolley service will require more vehicles and the articulated sixty-foot trolley coaches are preferred because of their operating cost efficiencies, particularly in the purchase of costly fuel.

The size and configuration of articulated vehicles are more appropriate than conventional 40-foot buses given the extremely dense ridership characteristics found on the MUNI's trolley routes. In planning for the purchase of articulated trolley coaches, the PUC prepared a detailed analysis, examining various deployment plans and substitution ratios in order to evaluate the operating cost implications of using articulated trolley coaches. PUC made several conservative assumptions regarding the characteristics of articulated trolleys. For example, it assumed that an articulated trolley coach has a capacity equal to 133% of a standard coach. The analysis also assumed articulated trolley coaches would cost about ten percent more to maintain, but the overall operating cost efficiencies of the larger trolley coaches substantially outweigh their additional maintenance cost.

The proposed purchase supports MUNI's efforts to acquire 100 articulated trolley coaches (60 under this request and 40 from a prior grant). The design phase was funded with prior year UMTA Section 9 funds. The first procurement of articulated trolley coaches was funded with prior year UMTA Section 3 funds. Enabling legislation allowing the use of a negotiated procurement was adopted by the voters as a Charter Amendment in November 1988. The trolley bid specification was advertised in 1989.

The articulated trolley coaches will accommodate the increases in peak period transit ridership and will relieve overcrowding on existing services. According to MUNI, there are a number of lines that are candidates for articulated trolley coaches: the 1-CALIFORNIA; the 14-MISSION; 22-FILLMORE and the 30-STOCKTON/45-UNION have been operating at or exceeding capacity for some time. Riders on these lines commonly experience uncomfortable conditions which would be measurably improved with the new articulated trolley coaches.

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Passenger benefits include greater transit reliability and flexibility through the addition of auxiliary propulsion units, allowing these vehicles to maneuver at times without relying on overhead wires. Accessibility to the elderly and handicapped population will be achieved through the provision of lifts and coach kneel-down features on the new articulated trolley coaches. The articulated trolley coaches will feature three extra-wide doors and heavy-duty suspension.

The current unit cost of an estimated \$500,000 per coach is based upon discussions with manufacturers and the experience of other operators in 1989. The precise unit price proposals from vendors for the current order of 40 articulated trolley coaches, whose funding is already approved, will not be available until the summer of 1990. The unit costs estimates will be reevaluated at that time. The unit costs include 7% sales tax, inspection, acceptance and delivery charges, spare parts, radios and fareboxes.

The schedule to finance the purchase of up to 60 articulated trolley coaches under this request is combined with the future purchase of 75 new standard trolley coaches. The continued use of standard trolley coaches is appropriate on certain MUNI routes. The schedule is divided into five phases. The first two completed phases and the three remaining phases for the articulated trolley coaches and the five remaining phases for the standard trolley coaches are as follows:

TASKS	BEGIN	COMPLETE
Articulated Trolley Coaches:		
Consultant Solicitation/Selection	Jan. 1988	Sep. 1988
Specification Update	Sep. 1988	Jan. 1989
Negotiated Procurement*	Jan. 1991	Sep. 1991
Prototype Construction	Oct. 1991	Mar. 1992
Arrival of Vehicles	Mar. 1992	Mar. 1993
Standard Trolley Coaches:		
Consultant Solicitation/Selection	Jan. 1991	Jun. 1991
Specification Preparation	Sep. 1991	Jun. 1992
Negotiated Procurement*	Jul. 1992	Sep. 1993
Prototype Construction	Oct. 1994	Mar. 1995
Arrival of Vehicles	Mar. 1995	Mar. 1996

* Assumes grant approvals for vehicle purchases have been approved.

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MUNI's total cost to purchase 60 articulated trolley coaches @ \$500,000 per coach and 75 standard trolley coaches @ \$350,000 per coach is estimated to cost approximately \$68,355,000 including related costs, and is to continue through FY 1995-96. The Federal funding and local matching funds are to be provided from available Federal grant funding periods (October 1 through September 30) as indicated below:

	<u>1990-91</u>	<u>1991-92</u>	<u>1992-93</u>	<u>1993-94</u>	<u>Total</u>
Articulated Trolleys	\$32,500,000	-0-	-0-	-0-	\$32,500,000
Standard Trolleys	<u>-0-</u>	<u>\$500,000</u>	<u>\$23,155,000</u>	<u>\$12,200,000</u>	<u>35,855,000</u>
TOTAL	\$32,500,000	\$500,000	\$23,155,000	\$12,200,000	\$68,355,000

The maximum number of passengers on an articulated trolley coach is 70 as compared with the 50 maximum number of passengers on a standard trolley coach. The reason that MUNI continues to buy standard trolley coaches even though it is less expensive to maintain the articulated trolley coaches is because certain routes such as 33-STANYAN have lower overall ridership and for night service less capacity is needed. Under these circumstances the standard trolley coaches are more efficient to operate.

Comments:

1. PUC is filing the subject application with UMTA at this time in order to allow sufficient time for its review and approval in the beginning of the next Federal fiscal year, October 1990 - September 1991.

2. MUNI has already received prior year Federal funds to design and purchase about 40 articulated trolley coaches. This grant would provide funds to acquire up to an additional 60 articulated trolley coaches.

3. MUNI's trolley coaches carry 325,000 daily passengers, roughly one-fifth of the region's ridership. The present fleet of 345 standard-sized trolley coaches was acquired in a single purchase in 1975. MUNI's Fleet Plan proposes that most of the trolley fleet be replaced with articulated trolley coaches over the next ten years so that there would be a total of 220 articulated trolley coaches and 75 standard trolley coaches. An additional 120 articulated trolley coaches would be sought after 1994 to allow additional time to rebuild the Presidio Division to house and maintain these vehicles. At the

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present time the Potrero Division can maintain and store up to approximately 100 articulated trolley coaches which is the total of the 40 articulated trolley coaches currently on order and the additional 60 articulated trolley coaches proposed under this legislation.

4. The proposed resolution (File 94-90-3) should be amended to correct a clerical error as follows:

Page 1, Line 10 - delete the phrase "match funds to acquire" and replace with the phrase "the purchase of"

Recommendation: Amend the proposed resolution as identified in Comment 4 above and approve the proposed resolution as amended.

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Item 10 -File 94-90-4

Department: Public Utilities Commission (PUC)
Municipal Railway (MUNI)

Item: Proposed resolution to authorize the Public Utilities Commission to apply for, accept and expend \$18,000,000 of Federal Capital Assistance funds pursuant to Section 3 of the Urban Mass Transportation Act of 1964 (UMTA), and required local match funds to provide financing to complete engineering and begin installing the MUNI Metro Subway Signal System Replacement Project.

Amount of Grants:	UMTA Section 3 Capital Assistance (75%)	\$13,500,000
	Local Match (25% - see sources below)	<u>4,500,000</u>
	Total	\$18,000,000

Source of Grant: Federal UMTA Section 3 Capital Assistance

Sources of

Local Match: Local match resources include State Transit Capital Improvements Funds, Clean Air and Transportation Improvement Act Funds, Kopp-Katz-Baker Transportation Blueprint for the Twenty-First Century Funds, State Transit Assistance Funds, Bridge Toll Net Revenues, Transit Impact Development Fees, San Francisco Municipal Railway Improvement Corporation Funds and/or Transportation Sales Tax Revenues.

Project Budget:	Support Facilities Rehabilitation	\$150,000
	Design Professional Services Agreement(s)	500,000
	Signal System Acquisition	13,500,000
	Signal System Installation	1,300,000
	City Staff Work Related to Project Management	600,000
	City Staff Work Related to Installation and Safety Testing	1,000,000
	Contingency	450,000
	Project Administration (Indirect Costs)	<u>500,000</u>
	Total	\$18,000,000

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Description:

The proposed MUNI Metro Subway Signal System Replacement Project will modernize the signal system in the MUNI Metro subway with a system that provides greater safety and allows for closer headways. This phase of the project involves the completion of design and safety analysis, the installation of on-board and wayside computers, an upgraded Central Control Computer and associated infrastructure modifications to accommodate the new system.

The current MUNI Metro subway signal system will be 20 years old by the mid-1990's. Elements of this signal system, particularly the train control system, will have exceeded its useful life and need to be replaced in the mid-1990's. There have been significant improvements to signal technology since the time that the local signal system was developed.

Modern signal systems have several advantages over MUNI's current system. Technological improvements have been made in two areas: safety and capacity. The existing system can slow train speeds automatically but cannot stop trains. Under these circumstances, it is possible to have low-speed train collisions which could not be prevented by the existing train-control system. Low-speed train collisions involving several hundred tons of equipment and passengers could cause substantial passenger and property injury.

MUNI operates a fleet of 130 light rail vehicles in a five-mile tunnel using a fixed-block signal system, which is the U. S. standard. Simulation data indicates that the use of a moving block or variable block-signal system would improve subway capacity significantly. Such a system entails the installation of an Advanced Train Control System (ATC) with on-board computer hardware and wayside monitoring devices. This would allow continuous tracking that controls vehicle acceleration/deceleration, speed and location.

MUNI plans to replace the existing fixed block signal system in the early-1990's at the same time that the new generation of LRVs is planned to go into service. The proposed project requires that the current Boeing fleet be retrofitted with the new on-board signal equipment. The LRVs equipped with on-board computers will be able to communicate with both the wayside computers and the central computer.

The newer technology should allow for substantial subway capacity improvements. The computer system would permit closer headways, complementing the removal of the physical bottleneck caused by the Embarcadero Station terminal.

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The new system would still require operators to perform certain manual tasks such as opening and closing doors, and raising and lowering steps. The first phase of the project will be developing an engineering specification based on the latest available operationally tested or proven signal technology.

The development of the MUNI Metro Subway Signal System Replacement Project is divided into five phases. The first two phases are completed. The five phases are as follows:

<u>TASKS</u>	<u>BEGIN</u>	<u>COMPLETE</u>
Consultant Services	Oct. 1988	Jan. 1989
Prepare Plans and Specifications	Jan. 1989	Jan. 1990
Bid Call and Opening*	Feb. 1990	Apr. 1990
Bid Evaluation and Contract Award	Apr. 1990	Jun. 1990
Installation of Equipment and Test	Jul. 1990	Mar. 1993

* Assumes project approval of Federal grant application.

The total project is estimated to cost approximately \$25,000,000, and is to continue through FY 1992-93. The Federal funding and local matching funds are to be provided from available Federal grant funding periods as indicated below:

	<u>Prior years</u>	<u>1989-90</u>	<u>1990-91</u>	<u>Total</u>
Design and Safety Analysis	\$1,400,000	-0-	-0-	\$1,400,000
Procurement and Installation	<u>-0-</u>	<u>18,000,000*</u>	<u>5,600,000</u>	<u>23,600,000</u>
TOTAL	\$1,400,000	\$18,000,000*	\$5,600,000	\$25,000,000

*Subject of the proposed resolution.

Comments:

1. The proposed grant application has been prepared in anticipation of receipt of UMTA Section 3 funds. This grant will provide funds to finish project design and initiate construction activities. MUNI used prior year Transit Impact Development Fee funds to begin project engineering.

2. The replacement of the subway signal system would significantly improve the reliability and efficiency of the MUNI Metro subway operations. This is an essential complement to the MUNI Metro Turnback project (Item 7 - File 94-90-1) which will remove the bottleneck created by the two-track Embarcadero Station terminal. Together, these two projects will result in increases in the capacity of MUNI Metro and improve its efficiency and reliability.

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3. At this time PUC has not begun their process to develop a Request for Proposal (RFP) for the proposed design professional services agreements included under the proposed legislation. Until a proposed RFP is developed by PUC, the \$500,000 budgeted for such work should be reserved

Recommendation: Amend the proposed resolution to reserve \$500,000 for design professional services agreements and approve the proposed resolution.

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Item 11 -File 94-90-5

Department; Public Utilities Commission (PUC)
Municipal Railway (MUNI)

Item: Proposed resolution to authorize the Public Utilities Commission to apply for, accept and expend \$2,284,332 of Federal Capital Assistance funds pursuant to the Urban Mass Transportation Act of 1964 and Section 103(e)(4) of Title 23 of the United States Code (UMTA), and required local match funds to provide financing to complete final engineering for the F-EMBARCADERO Streetcar Extension project.

Amount of Grants:	UMTA Interstate Transfer Program (85%)	\$1,933,000
	Local Match (15% - see sources below)	<u>351,332</u>
	Total	\$2,284,332

Source of Grant: UMTA Interstate Transfer Program

Sources of

Local Match: Local match resources include State Transit Capital Improvement Funds, Clean Air and Transportation Improvement Act Funds, Kopp-Katz-Baker Transportation Blueprint for the Twenty-First Century Funds, State Transit Assistance Funds, Bridge Toll Net Revenues, Transit Impact Development Fees, San Francisco Municipal Railway Improvement Corporation Funds and/or Transportation Sales Tax Revenues.

Project Budget:	Professional Services Agreement	\$ 200,000
	City Staff Work Related to Design	1,000,000
	City Staff Work Related to Project Management	125,000
	Contingency	284,332
	Project Administration (Indirect Costs)	<u>675,000</u>
		\$2,284,332

Description: The proposed F-EMBARCADERO Streetcar Extension involves the construction of track and power distribution facilities for an at-grade, double track streetcar line running along and in the median of the Embarcadero Roadway. The streetcar line would provide service from Market Street to the Fisherman's Wharf area (see attached map).

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The project would include a rail connection in the vicinity of the Ferry Building with the proposed F-MARKET Streetcar Line, enabling through-service between the Market Street and Northeastern Waterfront corridors. Several alignments and locations for this connection were studied as part of the preliminary engineering associated with preparation of the I-280 Transfer Concept Program Environmental Impact Report (EIR).

The project includes the following planning and construction elements:

- Project planning and conceptual engineering, and environmental analysis for the transit right-of-way interconnecting Lower Market and the Northern Embarcadero, to a terminal loop in the vicinity of Fisherman's Wharf. This phase was begun using local resources and will be completed with prior year Interstate Transfer Program funds.
- Project Engineering and Design was begun with local resources and would be completed with funds from this proposed grant.
- The construction phase includes rail and power supply installation interconnecting Market Street and the Embarcadero Roadway, low-level boarding platforms, trolley overhead wires, reconstruction of the affected street areas, and the development of a transit power substation.

The F-EMBARCADERO Streetcar Extension is proposed to be operated with a fleet of historic streetcars. These streetcars will be rehabilitated over the next two years, as the final phase of the Market Street Transit Thoroughfare Project.

The F-EMBARCADERO Streetcar Extension would interconnect with, and become part of, the proposed F-Market streetcar line. This project would extend the F-MARKET service and permit through-route service between the central business district, hotel and retailing centers, and Fisherman's Wharf. Such a streetcar network linking Downtown and the Wharf would be an alternative to the Cable Car system which is characteristically overloaded with both residents and visitors during many months of the year.

The F-EMBARCADERO Streetcar Extension together with the MUNI Metro Extension would replace the 32-

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EMBARCADERO diesel service, thus eliminating duplicative service. Operation with vintage or historic streetcars would attract passengers to the many retail and tourist centers along the route. Such waterfront streetcar operations have proven popular in other cities such as Seattle, Washington.

The development of the proposed F-EMBARCADERO Streetcar Extension is divided into seven phases. The first four completed phases and the three remaining phases are as follows:

<u>TASKS</u>	<u>BEGIN</u>	<u>COMPLETE</u>
Environmental Analysis, California Environmental Quality Act	Jan. 1983	Dec. 1985
Planning and Conceptual Engineering	Jan. 1987	Jun. 1989
Environmental Analysis, National Environmental Policy Act	Jan. 1987	Sep. 1989
Preliminary Engineering	Mar. 1989	Sep. 1989
Final Engineering*	Sep. 1989	Sep. 1990
Bid and Purchase of Materials**	Mar. 1990	Jun. 1990
Construction Activities***	Jan. 1991	Dec. 1992

* Subject of the proposed resolution.

** Assumes grant funds for construction have been approved.

*** Requires coordination with the construction of the Embarcadero Roadway.

The total project is estimated to cost \$33,184,332 and is to continue into Federal FY 1992-93. The Federal funding and local matching funds are to be provided during available Federal grant funding periods (October 1 through September 30) as indicated below:

	<u>Prior Years</u>	<u>1989-90</u>	<u>1990-91</u>	<u>1991-92</u>	<u>Total</u>
Environmental Analysis	\$999,000	-0-	-0-	-0-	\$999,000
Final Engineering	-0-	\$2,284,332*	-0-	-0-	2,284,332
Construction	-0-	-0-	\$9,867,000	\$20,034,000	29,901,000
TOTAL	\$999,000	\$2,284,332*	\$9,867,000	\$20,034,000	\$33,184,332

*Subject of this proposed request.

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Comments:

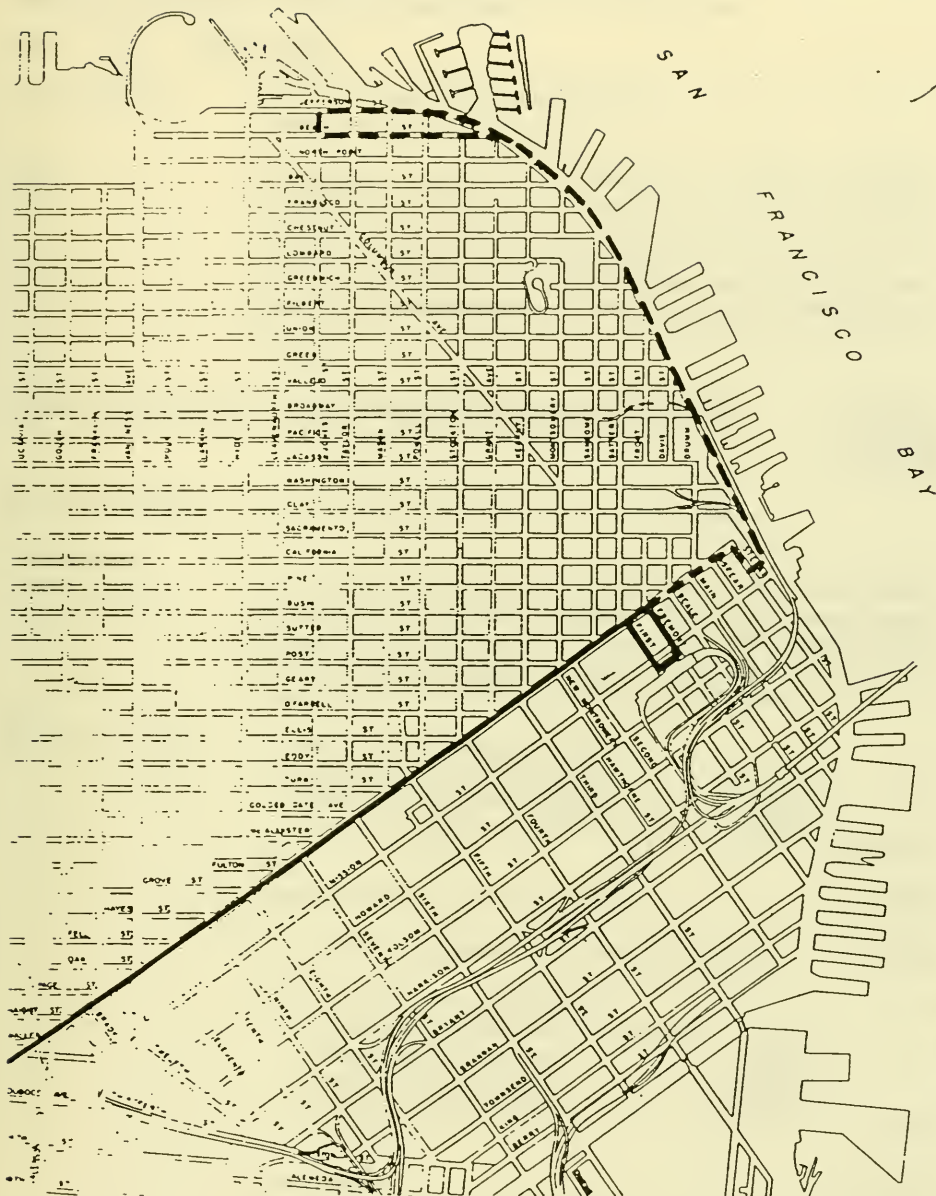
1. A specific plan is currently being prepared for the Fisherman's Wharf area. The plan provides for renewed maritime facilities and other public improvements. The planning effort includes examining new residential and commercial opportunities in the area. The Fisherman's Wharf Improvement Program envisions that the F-EMBARCADERO Streetcar Extension would be the primary improvement to mass transit service in the area.

2. The Northeastern Waterfront of San Francisco, the area which would be served by the proposed new MUNI F-EMBARCADERO Streetcar Extension, contains several prime commercial, recreation and tourist centers that currently lack direct or convenient transit access to the hotel district and the central business and residential districts of the City. This area has experienced renewed development of medium-density residential and commercial spaces such as Golden Gateway Commons and the Levi Strauss headquarters. The Port of San Francisco plans to redevelop most of the obsolete maritime finger piers in the area of the proposed F-EMBARCADERO Streetcar Extension for retail or commercial uses.

3. At this time PUC has not begun their process to develop a Request for Proposal (RFP) for the proposed professional services agreement included under the proposed legislation. Until a proposed RFP is developed by PUC, the \$200,000 budgeted for such work should be reserved.

Recommendation: Amend the proposed resolution to reserve \$200,000 for the professional services agreement and approve the proposed resolution as amended.

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Embarcadero Streetcar Extension

— Existing Rail
 - - - Proposed Route

Memo to Governmental Operations Committee
February 12, 1990 Governmental Operations Committee Meeting

Item 12 -File 94-90-6

Department: Public Utilities Commission (PUC)
Municipal Railway (MUNI)

Item: Proposed resolution to authorize the Public Utilities Commission to apply for, accept and expend \$1,500,000 of Federal Capital Assistance funds pursuant to the Urban Mass Transportation Act of 1964 and Section 142 of Title 23 of the United States Code (UMTA), and required local match funds to provide financing for the design and rehabilitation of the Municipal Railway's Fixed Facility Rehabilitation Project.

Amount of Grants:	UMTA Federal Aid Urban Systems (85%)	\$1,275,000
	Local Match (15% - see sources below)	<u>225,000</u>
	Total	\$1,500,000

Source of Grant: UMTA Federal Aid Urban Systems Program

Sources of Local Match: Local match resources include Clean Air and Transportation Improvement Act Funds, State Transit Assistance Funds, Bridge Toll Net Revenues, Transit Impact Development Fees, San Francisco Municipal Railway Improvement Corporation Funds and/or Transportation Sales Tax Revenues.

Project Budget:	Professional Services Agreements:	
	Asbestos and Toxic Substance Remediation Plans and Specs.	\$250,000
	Plans for Cable Car Hatch Covers	<u>100,000</u>
		\$350,000
	City Staff Work Related to Design	75,000
	City Staff Work Related to Project Management	40,000
	Procurement and Construction:	
	Steam Cleaner and Air Compressor	50,000
	Emergency Generator	50,000
	Security Improvements	400,000
	Cable Car Hatch Covers	<u>250,000</u>
		750,000
	Contingency	245,000
	Project Administration (Indirect Costs)	<u>40,000</u>
	Total	\$1,500,000

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Description:

MUNI's Fixed Facility Rehabilitation Project provides for safety, structural, ventilation and other improvements to existing operating, storage, maintenance and administration facilities. Based on a recently completed study, the following improvements were identified as essential to provide a safer, healthier, and more efficient operating environment for the MUNI.

Equipment Purchase and Installation (\$100,000):

Steam Cleaner and Air Compressor (\$50,000) for the Presidio Division. This project would provide for the purchase and installation of steam cleaning and air compressor equipment. At the present time the Presidio Repair Barn is not equipped with such equipment, which, according to Ms. Gail Bloom of the PUC, makes a variety of maintenance activities difficult or impossible to perform.

Emergency Generator (\$50,000) for the MUNI Central Control Center. Because there is no emergency power available at Central Control, loss of power at this location has resulted in complete failure of Central Control train guidance and communication equipment during power outages.

Security Improvements (\$400,000):

MUNI Yard Fencing and Other Improvements. At the present time, five MUNI yards are being protected with high-security fences to deter vandalism of parked coaches. The proposed funding would enhance yard lighting and other security improvements such as closed circuit TV alarms and additional fencing.

Asbestos and Toxic Substance Remediation (\$250,000):

Several facilities including Presidio, Kirkland, and Geneva were originally constructed with asbestos insulation materials. The presence of asbestos is preventing some maintenance activities to take place. This project would provide funds for a consultant to develop a scope of work and prepare engineering documents to allow MUNI to proceed to remove asbestos.

Other land and airborne toxic substances are suspected to be present at various MUNI facilities. These funds would permit additional testing and remediation plans to be undertaken.

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Cable Car Hatch Covers (\$350,000):

Hatch covers are placed in the street over cable guidance pulleys. The existing covers were constructed of material that has proved to be too light in weight and insufficiently anchored to the hatch cover frames. This causes excessive operational noise and poses potential safety problems. This project will augment prior year funds to complete the hatch cover replacement. The existing hatch covers would be replaced with heavier and more firmly attached covers.

Comments:

1. According to Ms. Gail Bloom of the PUC, only plans and specifications monies, and not construction costs for the actual removal of asbestos and toxic substances, are included under this proposed legislation. A request to remove such hazardous material would be the subject of future legislation. At this time there are no estimates as to what the actual removal costs would entail.

2. Ms. Bloom also advises that the amounts set aside for contingencies are two-fold. They include the uncertainties as to the extent of the proposed security improvements and the overall studies required to assess the extent of the asbestos and toxic substance hazards.

3. At this time PUC has not begun their process to develop a Request for Proposal (RFP) for the proposed professional service agreements included under the proposed legislation. Until a proposed RFP is developed by PUC, the \$350,000 budgeted for such work should be reserved.

Recommendation: Amend the proposed resolution to reserve \$350,000 for professional service agreements and approve the proposed resolution as amended.

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Item 13 - File 150-90-1

Department: Recreation and Park Department (RPD)

Item: Resolution authorizing the Recreation and Park Department to apply for, accept and expend a new State grant.

Amount of Grant: \$437,322

Source of Grant: State Department of Parks and Recreation, Urban Open Space and Recreation Program.

Project:

Description: The proposed grant funds would be used for the acquisition of property, currently used as a garage and parking lot, located at 570 Ellis Street, for the development of a Tenderloin Playground and Community Center. The property is currently privately owned and is leased to the State for the State's motor pool.

The Board of Supervisors previously authorized the RPD to accept and expend California Wildlife, Coastal and Park Land Conservation Act of 1988 grant monies of \$1,220,000, and State Park Bond Act of 1986 monies of \$1,073,000 (File 193-89-5) for a total of \$2,293,000, for the acquisition and development of this playground and community center in the Tenderloin area.

Project Budget: Available Funds

City's Open Space Fund	\$1,500,000
Previously Approved State Grant Funds	2,293,000
Proposed State Grant (this resolution)	<u>437,322</u>
Total Available Funds	\$4,230,322
<u>Less Project Acquisition Costs</u>	<u>3,400,000</u> *
<u>Remaining Available Funds for Development and Other Costs</u>	\$ 830,322

*Estimated

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According to Mr. Tim Lilliquist of RPD, the Department estimates that, in addition to land acquisition costs, the development costs would be approximately \$4.5 million for the construction of a new recreational facility and development of a playground area. Mr. Lilliquist advises that the Department will request an additional \$500,000, in Open Space funds in June of 1990 to fund the development costs for this project and anticipates requesting additional Open Space funds in the future to fund the remainder of the \$4.5 million needed for the project.

Mr. Lilliquist reports that the Department had considered the possibility of converting the existing building (a garage) into a recreational center. However, it has been determined by the Department of Public Works that such a conversion would cost more than building a new facility due to the construction requirements needed to meet the City's earthquake safety standards. In addition, according to Mr. Lilliquist, RPD believes the conversion of the garage would result in a less functional facility than would be the case if a new facility were built.

Indirect Cost:

None

Required Match:

\$131,197 from previously appropriated Open Space Fund monies.

Comments:

1. Mr. Harry Quinn of the Real Estate Department reports that the Department anticipates the negotiations for the purchase of the property will be completed by February 16, 1990. Mr. Quinn advises that the estimated purchase price of approximately \$3.4 million represents the current fair market value of the property.

2. The RPD reports that the project has received a negative environmental declaration from the City Planning Department, and is in conformity with the City's Master Plan. The proposed resolution should be amended to include language declaring that the proposed development of a Tenderloin Playground and Community Center is in conformity with the City's Master Plan.

Recommendation:

Amend the proposed resolution to state that the proposed project is in conformity with the City's Master Plan and approve the resolution.

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Item 14 - File 68-90-1

Department: Mayor's Office of Community Development (MOCD)

Item: Resolution to authorize MOCD to apply for, accept and expend a grant under the federal Emergency Shelter Grant Program (Stewart B. McKinney Homeless Assistance Act) to improve the quality of existing emergency shelters for the homeless.

Amount: \$418,000

Source of Funds: U.S. Department of Housing and Urban Development (HUD)

Local Match: 100% (see Comment No. 1 below).

Description: Emergency shelter grant funds for the homeless are intended to improve the quality of emergency shelters, to increase services for the homeless population and to increase the possibility of the homeless to find improved stabilized housing in order to search for employment effectively.

MOCD reviewed applications based on a Request for Proposal distributed to agencies providing emergency shelters and assisting the homeless. Eligible activities include capital improvements, operating payments and essential services with a 20% limitation of the total grant allocation for essential services. MOCD received 15 applications and found 10 projects suitable for funding.

**Proposed
Expenditure:**

The ten separate projects to be funded are as follows:

Asian Women's Shelter	\$6,000
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The total amount will be used for maintenance/operating payments including insurance, utilities, furnishings and repair of storage room. The Asian Women's Shelter is a shelter for battered monolingual Asian women and their children.

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Catholic Charities/Diamond Youth Shelter \$40,000

A total of \$17,000 would be used to hire a part-time drug prevention counselor. The remaining amount of \$23,000 would be used for maintenance/operating payments including household supplies, telephone, utilities and insurance. The Diamond Youth Shelter is a shelter for homeless youth ages 12-17.

Central City Hospitality House \$98,000

A total of \$24,000 would be used to renovate the building for use as a drop-in center and shelter. A total of \$45,000 would be used to hire two full-time shelter supervisors for drop-in services. The remaining \$29,000 would be used for operating expenses including insurance, utilities and furnishings. The Central City Hospitality House provides support services for homeless youth.

Dolores Street Community Center \$18,560

The total amount will be used for maintenance/operating payments including utilities, insurance, rent and furnishings. Dolores Street Community Center is a shelter for homeless Latino males, ages 17-25.

Friendship House \$12,600

The funding would be used for maintenance/operating payments including furnishings, rent, utilities, office supplies and telephone. Friendship House provides counseling and assistance primarily for Native American Indians.

Hamilton Family Center \$61,600

A total of \$21,600 would be used to hire a daytime shelter supervisor to provide services to sick adults and pre-school children from 8 a.m. until 4 p.m. when the shelter opens for the evening. The remaining \$40,000 would be used for the shelter's insurance, utilities, and telephone services for one year.

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Larkin Street Youth Services \$25,400

The funds would be used at the Larkin Street Youth Services drop-in center for utilities, telephone and custodial services in support of homeless youth.

Metropolitan Enrichment Center \$50,000

A total of \$35,000 would be used for capital improvements, for toilet and shower facilities and electrical outlets. The remaining \$15,000 would be used for purchasing a stove and furnishings for the sleeping area. The Metropolitan Enrichment Center provides services for homeless adult males.

St. Vincent de Paul \$76,000

The funds would be used for capital improvements to create a new facility for employment rehabilitation and a literacy program. The new facility would require a heating system, lighting, electrical outlets, handicapped toilet and partitions. St. Vincent de Paul provides employment and training for adult males.

La Casa de las Madres \$29,840

The grant funds would be used for paying utilities, insurance, maintenance and telephone costs. La Casa de las Madres is a shelter for battered women.

TOTAL \$418,000

Comments:

1. Mr. Jon Pon of the Mayor's Office of Community Development reports that HUD requires a 100 percent local match to receive funds from the Emergency Shelter Grant Program. This match can be met by any City programs that provide services for the homeless. Since the Department of Social Services budget for Fiscal Year 1989-90 alone included over \$6 million for homeless programs, no additional City funding would be needed for this match.

2. In prior years the City has received a total of \$613,000 in HUD Federal Emergency Shelter grants (Stewart B.

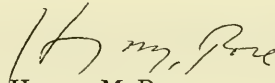
BOARD OF SUPERVISORS
BUDGET ANALYST

McKinney Homeless Assistance Act). Under the prior grants, 18 projects to improve existing shelters for the homeless were funded.

3. The HUD grant application deadline is February 26, 1990.

4. As stated in the Federal Register, Rules and Regulations, these funds cannot be used to substitute or replace existing public funds for services or projects but must be used for a net increase in funding for City services or projects.

Recommendation: Approve the proposed resolution.



Harvey M. Rose

cc: Supervisor Gonzalez
Supervisor Hsieh
Supervisor Alioto
President Britt
Supervisor Hallinan
Supervisor Hongisto
Supervisor Kennedy
Supervisor Maher
Supervisor Nelder
Supervisor Walker
Supervisor Ward
Clerk of the Board
Chief Administrative Officer
Controller
Carol Wilkins
Stacy Becker
Ted Lakey

BOARD OF SUPERVISORS
BUDGET ANALYST

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CALENDAR [ACTIONS TAKEN]
MEETING OF
GOVERNMENTAL OPERATIONS COMMITTEE
BOARD OF SUPERVISORS
CITY AND COUNTY OF SAN FRANCISCO

MONDAY, FEBRUARY 12, 1990 - 10:00 A.M.

ROOM 228, CITY HALL

PRESENT: SUPERVISORS GONZALEZ, HSIEH, ALIOTO

CLERK: GAIL JOHNSON

1. File 156-90-1. [Federal Funding] Resolution approving the expenditure of Refugee Funds and authorizing the President of the Private Industry Council of San Francisco, Inc. to sign, enter into and execute the State contract. (Private Industry Council).

(Continued from 2/5/90)

ACTION: Amended on page 1, line 20, by replacing "\$453,172" with "\$226,586". Further amended on page 1, line 21, by deleting "(arrived at by doubling the initial allocation of \$263,473)". Recommended as amended.

2. File 97-89-53. [P.O.S.T. Reimbursement, D.A. Investigators] Ordinance amending Administrative Code by amending Section 16.9-2 relating to peace officer training, authorizing application for state aid for the training of investigators of the District Attorney's office bestowed by the California Commission on Peace Officer Standards and Training. (Supervisor Nelder)

ACTION. Recommended. Add Supervisor Alioto as a co-sponsor.

3. File 154-89-3. [Public Employees' Retirement Contract] Resolution of intention to approve an amendment to the contract between the Board of Administration of the Public Employees' Retirement System and the Board of Supervisors of the City and County of San Francisco regarding Probation Officers and Juvenile Hall Counselors; companion measure to File 154-89-3.1. (Mayor)

ACTION: Hearing held. Continued to February 20, 1990 meeting.

4. File 154-89-3.1. [Contract Amendment] Ordinance authorizing an amendment to the contract between the Board of Administration of the California Public Employees' Retirement System and the City and County of San Francisco relating to retirement benefits for certain City employees (Probation Officers and Juvenile Hall Counselors); companion measure to File 154-89-3. (Mayor)

ACTION: Hearing held. Continued to February 20, 1990 meeting.

5. File 27-90-3. [Airport Lease Modification] Ordinance approving Modification No. 4 of Lease and Use Agreement between USAir, Inc., and City and County of San Francisco, acting by and through its Airports Commission. (Airports Commission)

ACTION: Recommended.

6. File 89-90-1. [State Disability Insurance] Resolution authorizing enrollment of Classifications 0592 Payroll/Personnel Director, 0622 Deputy Jury Commissioner, 1246 Principal Personnel Analyst, 2559 Director of Activity Therapy, Laguna Honda Hospital, in the State Disability Insurance Program. (Mayor's Office of Employee Relations Division)

ACTION: Recommended.

7. File 94-90-1. [Grant - Federal Funds] Resolution authorizing the Public Utilities Commission to apply for, accept and expend \$47,191,200 of Federal Capital Assistance including the required local contribution from State Transit Capital Improvement funds and/or funds from the Clean Air and Transportation Improvement Act of 1990 and/or the Kopp-Katz-Baker Transportation Blueprint for the Twenty-First Century and/or State Transit Assistance funds and/or Bridge Toll Net Revenues and/or Transit Impact Development Fees and/or San Francisco Municipal Railway Improvement Corporation funds and/or Transportation Sales Tax Revenues to provide financing for building for the Muni Metro Turnback Project. (Public Utilities Commission)

ACTION: Amended on page 1, at the end of line 10, by inserting "placing \$2,000,000 on reserve". Further amended on page 4, line 4, by adding Further Resolved clause as follows:
"FURTHER RESOLVED, That the funds for outside consultant services totaling \$2,000,000 be reserved pending selection of contractors and to be released by the appropriate committee of the Board of Supervisors."
Recommended as amended. New title: "Authorizing the Public Utilities Commission to apply for, accept and expend \$47,191,200 of Federal Capital Assistance including the required local contribution from State Transit Capital Improvement funds and/or funds from the Clean Air and Transportation Improvement Act of 1990 and/or the Kopp-Katz-Baker Transportation Blueprint for the Twenty-First Century and/or State Transit Assistance funds and/or Bridge Toll Net Revenues and/or Transit Impact Development Fees and/or San Francisco Municipal Railway Improvement Corporation funds and/or Transportation Sales Tax Revenues to provide financing for building for the Muni Metro Turnback Project; placing \$2,000,000 on reserve."

8. File 94-90-2. [Grant - Federal Funds] Resolution authorizing the Public Utilities Commission to apply for, accept and expend \$1,500,000 of Federal Capital Assistance including the required local contribution from State Transit Capital Improvement funds and/or funds from the Clean Air and Transportation Improvement Act of 1990 and/or the Kopp-Katz-Baker Transportation Blueprint for the Twenty-First Century and/or State Transit Assistance funds and/or Bridge Toll Net Revenues and/or Transit Impact Development Fees and/or San Francisco Municipal Railway Improvement Corporation funds and/or Transportation Sales Tax Revenues to provide financing for project planning and preliminary engineering of the Metro East Light Rail Facility. (Public Utilities Commission)

ACTION: Amended on page 1, at the end of line 11, by inserting "placing \$1,200,000 on reserve"; on page 1, line 25, by inserting "engineering" following "preliminary"; on page 1, line 30, by replacing "we" with "23"; and on page 3, lines 12 and 13, by deleting "for the, as detailed in Attachment". Further amended on page 4, line 4, by adding Further Resolved clause as follows:
"FURTHER RESOLVED, That the funds for outside consultant services totaling \$1,200,000 be reserved pending selection of contractors and to be released by the appropriate committee of the Board of Supervisors."
Recommended as amended. New title: "Authorizing the Public Utilities Commission to apply for, accept and expend \$1,500,000 of Federal Capital Assistance including the required local contribution from State Transit Capital Improvement funds and/or funds from the Clean Air and Transportation Improvement Act of 1990 and/or the Kopp-Katz-Baker Transportation Blueprint for the Twenty-First Century and/or State Transit Assistance funds and/or Bridge Toll Net Revenues and/or Transit Impact Development Fees and/or San Francisco Municipal Railway Improvement Corporation funds and/or Transportation Sales Tax Revenues to provide financing for project planning and preliminary engineering of the Metro East Light Rail Facility; placing \$1,200,000 on reserve."

9. File 94-90-3. [Grant - Federal Funds] Resolution authorizing the Public Utilities Commission to apply for, accept and expend \$32,500,000 of Federal Capital Assistance including the required local contribution from State Transit Capital Improvement funds and/or funds from the Clean Air and Transportation Improvement Act of 1990 and/or the Kopp-Katz-Baker Transportation Blueprint for the Twenty-First Century and/or State Transit Assistance funds and/or Bridge Toll Net Revenues and/or Transit Impact Development Fees and/or San Francisco Municipal Railway Improvement Corporation funds and/or Transportation Sales Tax Revenues to provide financing for match funds to acquire up to 60 articulated trolley coaches. (Public Utilities Commission)

ACTION: Amended on page 1, line 10, by replacing "match funds to acquire" with "the purchase of"; and on page 1, at the end of line 11, by inserting "placing \$500,000 on reserve". Further amended on page 3, line 4, by adding Further Resolved clause as follows:

"FURTHER RESOLVED, That the funds for outside consultant services totaling \$500,000 be reserved pending selection of contractors and to be released by the appropriate committee of the Board of Supervisors."

Recommended as amended. New title: "Authorizing the Public Utilities Commission to apply for, accept and expend \$32,500,000 of Federal Capital Assistance including the required local contribution from State Transit Capital Improvement funds and/or funds from the Clean Air and Transportation Improvement Act of 1990 and/or the Kopp-Katz-Baker Transportation Blueprint for the Twenty-First Century and/or State Transit Assistance funds and/or Bridge Toll Net Revenues and/or Transit Impact Development Fees and/or San Francisco Municipal Railway Improvement Corporation funds and/or Transportation Sales Tax Revenues to provide financing for the purchase of up to 60 articulated trolley coaches; placing \$500,000 on reserve."

10. File 94-90-4. [Grant - Federal Funds] Resolution authorizing the Public Utilities Commission to apply for, accept and expend \$18,000,000 of Federal Capital Assistance including the required local contribution from State Transit Capital Improvement funds and/or funds from the Clean Air and Transportation Improvement Act of 1990 and/or the Kopp-Katz-Baker Transportation Blueprint for the Twenty-First Century and/or State Transit Assistance funds and/or Bridge Toll Net Revenues and/or Transit Impact Development Fees and/or San Francisco Municipal Railway Improvement Corporation funds and/or Transportation Sales Tax Revenues to provide financing to complete engineering and begin installing the Muni Metro Subway Signal System Replacement Project. (Public Utilities Commission)

ACTION: Amended on page, at the end of line 11, by inserting "placing \$500,000 on reserve". Further amended on page, line 4, by adding Further Resolved clause as follows:
"FURTHER RESOLVED, That the funds for outside consultant services totaling \$500,000 be reserved pending selection of contractors and to be released by the appropriate committee of the Board of Supervisors."
Recommended as amended. New title. "Authorizing the Public Utilities Commission to apply for, accept and expend \$18,000,000 of Federal Capital Assistance including the required local contribution from State Transit Capital Improvement funds and/or funds from the Clean Air and Transportation Improvement Act of 1990 and/or the Kopp-Katz-Baker Transportation Blueprint for the Twenty-First Century and/or State Transit Assistance funds and/or Bridge Toll Net Revenues and/or Transit Impact Development Fees and/or San Francisco Municipal Railway Improvement Corporation funds and/or Transportation Sales Tax Revenues to provide financing to complete engineering and begin installing the Muni Metro Subway Signal System Replacement Project; placing \$500,000 on reserve."

11. File 94-90-5. [Grant - Federal Funds] Resolution authorizing the Public Utilities Commission to apply for, accept and expend \$2,284,332 of Federal Capital Assistance including the required local contribution from State Transit Capital Improvement funds and/or funds from the Clean Air and Transportation Improvement Act of 1990 and/or the Kopp-Katz-Baker Transportation Blueprint for the Twenty-First Century and/or State Transit Assistance funds and/or Bridge Toll Net Revenues and/or Transit Impact Development Fees and/or San Francisco Municipal Railway Improvement Corporation funds and/or Transportation Sales Tax Revenues to provide financing to complete final engineering for the F-Embarcadero Streetcar Extension. (Public Utilities Commission)

ACTION: Amended on page 1, line 9, by inserting "placing \$200,000 on reserve". Further amended on page 4, line 4, by adding Further Resolved clause as follows:
"FURTHER RESOLVED, That the funds for outside consultant services totaling \$500,000 be reserved pending selection of contractors and to be released by the appropriate committee of the Board of Supervisors." Recommended as amended New title: "Authorizing the Public Utilities Commission to apply for, accept and expend \$2,284,332 of Federal Capital Assistance including the required local contribution from State Transit Capital Improvement funds and/or funds from the Clean Air and Transportation Improvement Act of 1990 and/or the Kopp-Katz-Baker Transportation Blueprint for the Twenty-First Century and/or State Transit Assistance funds and/or Bridge Toll Net Revenues and/or Transit Impact Development Fees and/or San Francisco Municipal Railway Improvement Corporation funds and/or Transportation Sales Tax Revenues to provide financing to complete final engineering for the F-Embarcadero Streetcar Extension; placing \$200,000 on reserve."

12. File 94-90-6. [Grant - Federal Funds] Resolution authorizing the Public Utilities Commission to apply for, accept and expend \$1,500,000 of Federal Capital Assistance including the required local contribution from the Clean Air and Transportation Improvement Act of 1990 funds and/or State Transit Assistance funds and/or Bridge Toll Net Revenues and/or San Francisco Municipal Railway Improvement Corporation funds and/or Transportation Sales Tax Revenues to provide financing for the Design and Rehabilitation of the Municipal Railway's Fixed-Facilities. (Public Utilities Commission)

ACTION: Amended on page 1, at the end of line 7, by inserting "placing \$350,000 on reserve." Further amended on page 3, line 25, by adding Further Resolved clause as follows:
 "FURTHER RESOLVED, That the funds for outside consultant services totaling \$350,000 be reserved pending selection of contractors and to be released by the appropriate committee of the Board of Supervisors."
 Recommended as amended. New title: "Authorizing the Public Utilities Commission to apply for, accept and expend \$1,500,000 of Federal Capital Assistance including the required local contribution from the Clean Air and Transportation Improvement Act of 1990 funds and/or State Transit Assistance funds and/or Bridge Toll Net Revenues and/or San Francisco Municipal Railway Improvement Corporation funds and/or Transportation Sales Tax Revenues to provide financing for the Design and Rehabilitation of the Municipal Railway's Fixed-Facilities."

13. File 150-90-1. [Grant - State Funds] Resolution authorizing the Recreation and Park Department to apply for, accept and expend \$437,322 for the acquisition of 570 Ellis Street for the development of a new playground in the Tenderloin. (Recreation and Park Department)

ACTION: Amended on page 1, at the end of line 3, by inserting "finding that the project is in conformity with the Master Plan and consistent with the eight priority policies of Planning Code Section 101.1"; and on page 1, line 19, by adding the following Whereas clause:
 "WHEREAS, On April 27, 1989 the Department of City Planning issued a Final Negative Declaration (No. 88.010E) for this acquisition and development project; and on April 28, 1989 found the project to be in conformity with the Master Plan and consistent with the eight priority policies of Planning Code Section 101.1."
 Further amended on page 2, line 8, by inserting the following:
 "8. Finds that the Department of City Planning issued a Final Negative Declaration for the acquisition and development project on April 27, 1989, and on April 28, 1989, found the project to be in conformity with the Master Plan and consistent with the eight priority policies of Planning Code Section 101.1."
 Recommended as amended. New title: "Authorizing the Recreation and Park Department to apply for, accept and expend \$437,322 for the acquisition of 570 Ellis Street for the development of a new playground in the Tenderloin; finding that the project is in conformity with the Master Plan and consistent with the eight priority policies of Planning Code Section 101.1"

ADDENDUM CALENDAR

14. File 68-90-1. [Grant - Federal Funds] Resolution authorizing the Mayor's Office of Community Development to apply for, accept and expend a \$418,000 grant under the Emergency Shelter Grant Program (under the Stewart B. McKinney Homeless Assistance Act for FY90) to improve the quality of existing shelters for the homeless. (Supervisor Gonzalez)

ACTION: Recommended.



BOARD OF SUPERVISORS

BUDGET ANALYST

1390 Market Street, Suite 1025, San Francisco, CA 94102 (415) 552-9292

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February 15, 1990

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TO: Governmental Operations Committee

FROM: Budget Analyst

SUBJECT: February 20, 1990 Governmental Operations Committee Meeting.

Items 1 and 2 - Files 154-89-3 and 154-89-3.1

Note: These items were continued at the February 12, 1990 Governmental Operations Committee Meeting to allow for meet and confer sessions.

1. The proposed ordinance (File 154-89-3.1) would authorize an amendment of the agreement between the California State Public Employees' Retirement System (PERS) and the City which would provide for Probation Officers and Juvenile Hall Counselors to transfer from the City Employees' Retirement System to PERS. The proposed resolution (File 154-89-3) would declare the Board of Supervisors intent to approve such an amendment.

2. San Francisco Charter Section 8.506-2 provides that Probation Officers, Airport Police Officers, District Attorney and Public Defender Investigators, Coroner Investigators, Juvenile Court Counselors and Institutional Police shall be members of PERS. Section 8.506-2 also provides that such membership shall result in no net increase in cost to the City. The Airport Police Officers, District Attorney Investigators and Institutional Police have already transferred to PERS at no net increase in cost to the City.

3. The 1989-90 budget includes the following Probation Officer and Juvenile Hall Counselor positions that would transfer to PERS:

<u>Number</u>	<u>Classification</u>	<u>Top Step Annual Salary</u>
16	8316 Assistant Counselor	\$24,622
7	8318 Counselor II	34,892
52	8320 Counselor, Juvenile Hall	31,720
13	8321 Counselor, Boys' Ranch School	34,060
9	8322 Senior Counselor, Juvenile Hall	38,402
2	8323 Senior Counselor, Boys' Ranch School	38,974
6	8324 Supervising Counselor, Juvenile Court	42,900
1	8326 Assistant Director, Boys' Ranch School	46,566
1	8330 Director, Boys' Ranch	54,444
1	8340 Assistant Director, Juvenile Hall	46,566
1	8344 Director of Juvenile Hall	60,892
1	8407 Traffic Hearing Officer, Juvenile Court	52,104
9	8414 Supervising Probation Officer, Juvenile Court	47,268
2	8415 Senior Supervising Probation Officer, Juvenile Court	54,444
1	8416 Assistant Chief Probation Officer, Juvenile Court	60,892
1	8418 Chief Probation Officer, Juvenile Court	83,174
8	8434 Supervising Adult Probation Officer	47,268
2	8435 Senior Supervising Adult Probation Officer	57,434
1	8436 Chief Adult Probation Officer	83,174
77	8440 Probation Officer	38,974
<u>58</u>	8442 Senior Probation Officer	42,900
269		

4. Mr. Kieran Murphy of the City Employees' Retirement System indicates that although PERS contribution rates are subject to change, based on rate information currently available, the transfer of Probation Officer and Juvenile Hall Counselor positions to PERS will not result in any net increase in City cost through the year 2000.

Recommendation

Approve the proposed resolution (File 154-89-3) and the proposed ordinance (File 154-89-3.1)

BOARD OF SUPERVISORS
BUDGET ANALYST

Item 5 - File 68-90-2

Agency: Mayor's Office of Business and Economic Development (MOBED)

Item: The proposed resolution would authorize MOBED to apply for, accept and expend a grant from the Federal Economic Development Administration for a program to retain businesses in San Francisco threatened by severe economic dislocation caused by the October 17, 1989 earthquake.

Amount of Grant: \$50,000

Local Match: 25 percent (\$12,500).

Source of Grant: Federal Economic Development Administration through the California State Commerce Department.

Grant Period: April 1, 1990 through March 31, 1991.

Description: The Federal Economic Development Administration provides up to \$50,000 to communities to help finance programs leading to retention of jobs threatened by sudden and severe economic dislocation. The State Department of Commerce, which administers these grant funds, has declared the City eligible to receive these grant funds because of the economic dislocations caused by the October 17, 1989 earthquake.

MOBED's proposal for these grant funds is to allow neighborhood merchant groups (e.g., Fisherman's Wharf merchants, South of Market Business Association, etc.) to develop their own proposals for increasing economic activity in their area, then apply to MOBED for funds. The neighborhood groups would be limited to a maximum grant amount of \$15,000, ensuring that at least three groups would be funded. MOBED would evaluate the programs presented by the neighborhood groups, ensure that the neighborhoods represented by the proposal are in fact experiencing ongoing economic hardship, and monitor projects on an ongoing basis. The 25 percent matching funds would come from in-kind contributions provided by MOBED staff time, grant applicants, and the Private Industry Council (PIC).

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Governmental Operations Committee
February 20, 1990 Governmental Operations Committee Meeting

Grant Budget:	Grants for Neighborhood Groups	\$45,000
	Personnel - MOBED	4,000
	Supplies	500
	Overhead	<u>500</u>
	Total Project Cost	\$50,000

Comments: 1. Because MOBED's deadline for submitting the grant application is February 21, 1990 and because this application must include a resolution from the Board of Supervisors endorsing MOBED's grant application, MOBED has not finalized some of the details of the proposed expenditure of grant funds. This includes more details concerning the local match allocations from grant applicants, MOBED and PIC and the details of staff time to be provided by MOBED.

2. Since MOBED is unable to provide these details at this time, the Budget Analyst recommends that the proposed resolution be amended to allow MOBED to apply for and accept the Federal Economic Development Administration grant funds but to delete the expend portion of the grant at this time.

Recommendation: Amend the proposed resolution to sever the authority for MOBED to expend \$50,000 in grant funds from the Federal Economic Development Administration, and approve as amended.

BOARD OF SUPERVISORS
BUDGET ANALYST

Item 6 - File 85-90-1

- Department:** Department of Public Works (DPW)
Chief Administrative Officer (CAO)
- Item:** The proposed resolution would authorize the Director of Public Works and the CAO to enter into a cooperative agreement with CalTrans for performing materials sampling and testing services on State highway property.
- Description:** In order to bring about the earliest completion of State highway projects, the proposed resolution would authorize the Director of Public Works and the CAO to enter into a cooperative agreement with CalTrans for the City to provide materials sampling and testing services. These testing services would be provided at the State's District Laboratory, located in San Francisco, or at the City's laboratory, located within City Hall.
- The services that would be provided by the City include the testing of soils, aggregates, bituminous mixtures, cement treated base, concrete aggregates and other materials used for transportation facility construction.
- The proposed agreement would expire September 30, 1990 unless all involved parties agree to extend the agreement. The State agrees to cover all costs incurred from the agreement. The total cost reimbursement would be limited to \$40,000 and that limit could be increased by amendment to the agreement.
- Comments:**
1. According to Mr. Herman Alcalde of DPW, the proposed agreement would result in no costs to the City as CalTrans would cover all expenses, including reimbursement for labor. Mr. Alcalde states that the City would not exceed the \$40,000 reimbursement limit established by the agreement unless the agreement is so amended to increase the reimbursement limit. Additionally, the State would provide two-week training for City testing technicians at the State District Laboratory free of charge.
 2. Mr. Alcalde states that the City lab has a fluctuating work load and would have opportunities to provide services to the State. However, Mr. Alcalde adds that City projects would have priority over providing services to the State.
- Recommendation:** Approve the proposed resolution.

BOARD OF SUPERVISORS
BUDGET ANALYST

Item 7 - File 89-90-2

1. The proposed resolution would authorize employees in two classifications to enroll in the State Disability Insurance (SDI) Program. The cost of SDI coverage would be paid by the employee through normal payroll deductions. The proposed legislation would not involve significant cost to the City as the Controller's payroll/personnel system is programmed to include this deduction.

2. SDI pays disability benefits to employees who suffer a non-industrial injury or illness. SDI-eligible employees have been paying into the SDI system since July 1, 1981. Currently, the payroll deduction is 0.9% of the first \$25,149 of gross salary for each employee (maximum of \$226.34 annually). While SDI coverage is mandatory for all employees within bargaining units enrolled in the SDI program, it is not mandatory that employee classifications which are not represented by a bargaining unit be included in the SDI program unless a majority of employees within the classification requests coverage.

3. The proposed ordinance would authorize the following classifications, which are not represented by a bargaining unit, to enroll in the State Disability Program:

<u>Classification</u>	<u>Number of Employees</u>
2496 Radiology Supervisor	6
2498 Radiology Director	1

4. The Employee Relations Division (ERD) reports that it has received a letter requesting coverage signed by a majority of the employees in the 2496 Radiology Supervisor classification and from the one 2498 Radiology Director requesting inclusion in the SDI program.

Recommendation

Approve the proposed resolution.

BOARD OF SUPERVISORS
BUDGET ANALYST

Item 8 - File 146-90-9

Department: Department of Public Health (DPH),
Community Health Services

Item: Resolution authorizing the Department of Public Health as a sub-grantee in collaboration with Larkin Street Youth Center, as prime grantee, to accept and expend a new Federal Grant.

Amount of Grant: \$42,500

Source of Grant: U.S. Department of Health and Human Services, Office of Human Development Services

Grant Period: January 1, 1990 to February 28, 1991

Project: Homeless/Runaway Youth Substance Abuse Prevention Project

Project Description: The Larkin Street Youth Center is the prime grantee of the proposed Federal grant funds for the provision of health services to runaway and homeless youth. The Center has the responsibility for the administration and coordination of the project. The DPH is a sub-grantee, and has entered into a Memorandum of Understanding (MOU) with the Larkin Street Youth Center to provide the services of a half-time Nurse Practitioner at Larkin Street Medical Clinic and at other locations in the community where homeless youth congregate. The services provided by the Nurse Practitioner would include early screening and identification of youth who are at high risk for substance abuse, medical screening, treatment referral and substance abuse education.

The Larkin Street Youth Center, as prime grantee, would receive reimbursement for services provided for the project directly from the U. S. Department of Health and Human Services. In turn, the DPH, as a sub-grantee, would receive reimbursement for the provision of Nurse Practitioner services directly from Larkin Street Youth Center.

No. of Persons to be Served: Approximately 500 youth annually

Grant Budget: Nurse Practitioner (.5 FTE) \$42,500

Local Match: None

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Governmental Operations Committee
February 20, 1990 Governmental Operations Committee Meeting

Indirect Costs: None

Recommendation: Approve the proposed resolution.

BOARD OF SUPERVISORS
BUDGET ANALYST

Item 9 - File 146-90-10

1. The proposed resolution would authorize the Department of Public Health (DPH), Central Office, to accept a gift of funds totalling \$163,000 from the University of California, San Francisco (UCSF) to fund a portion of the construction of the AIDS Research Center at San Francisco General Hospital (SFGH).

2. The Board of Supervisors has previously authorized State grant funds totalling \$11,795,000 (Files 146-88-1, 146-89-24 and 146-89-72) for the planning, design and construction of a two-story addition to the Pathology Building at SFGH, which will house a new multidisciplinary AIDS Research Center. Construction of the building addition began in January, 1990, and is scheduled to be completed in June, 1991.

3. The gift of \$163,000 would fund construction costs for the cantilever (protruding) section of the building, which is a design feature desired by UCSF, but which the State grant will not fund. Ms. Jan Ouren of DPH indicates that the cantilever design is acceptable to DPH. UCSF will operate the Research Center once the Center is completed.

Recommendation

Approve the proposed resolution.

BOARD OF SUPERVISORS
BUDGET ANALYST

Item 10 - File 146-90-11

Department: Department of Public Health (DPH),
Community Substance Abuse Services

Item: Resolution authorizing the Department of Public Health to accept and expend a State augmentation grant and to extend the term of the grant through June 30, 1990.

Amount of Grant: \$70,397

Source of Grant: State of California, Department of Alcohol and Drug Programs

Grant Period: November 1, 1989 to June 30, 1990

Project: School - Community Primary Prevention Program

Project Description: The Board of Supervisors previously approved legislation authorizing DPH to apply for, accept and expend a State grant, in the amount of \$105,595, to fund the School-Community Primary Prevention Program for the period November 1, 1988 through October 31, 1989 (File 146-88-75). The proposed augmentation grant would provide funds to extend this program, at its current level of service, until June 30, 1990. The program provides drug abuse education training to high school students who in turn provide drug abuse education, information, referral and outreach services to students in San Francisco middle schools (grades 7 and 8). The program also offers drug abuse information and outreach services to parents of elementary school children and to the community at large. The DPH contracts with the Center for Human Development (CHD), a non-profit agency, for the provision of these services.

No. of Persons to be Served: Approximately 75 High School students and 990 Middle School students annually.

Grant Budget: Contract Services (3.05 FTE) \$70,397

Local Match: None

Indirect Costs: None

Recommendation: Approve the proposed resolution.

BOARD OF SUPERVISORS
BUDGET ANALYST

Item 11 - File 146-90-12

Department: Department of Public Health (DPH), Community Public Health Services

Item: Resolution rescinding Resolutions Nos. 541-88 and 931-88 and authorizing the Department of Public Health to apply for, accept and expend a continuation State grant and making grant funds subject to appropriation by the Board of Supervisors.

Amount of Grant: \$694,633

Source of Grant: California Department of Health Services, Office of Family Planning

Grant Period: July 1, 1988 through June 30, 1991

Project Description: The Board of Supervisors previously approved legislation (Resolution No. 541-88) which authorized the Department of Public Health to apply for, accept and expend a new State grant, for family planning services, in the amount of \$390,000 for FY 1988-89 between July 1, 1988 and June 30, 1991. Subsequently, the Board of Supervisors also approved legislation (Resolution No. 931-88) which authorized DPH to apply for, accept and expend State grant funds in the amount of \$961,800 for family planning services, for a three year period between July 1, 1988 and June 30, 1991. The \$961,800 included the original \$390,000 awarded by the State. Following the Board's approval of this legislation, the State decreased the amount of the family planning services grant award to \$694,633 for the period July 1, 1988 through June 30, 1991. Accordingly, the State requires that the Board of Supervisors approve a resolution authorizing DPH to apply for, accept and expend the revised grant amount of \$694,633.

The proposed \$694,633 grant funds would be used to provide family planning services at DPH's District Health Centers. Services provided at the Centers include medical services, pregnancy testing and family planning education.

No. of Persons to be Served: Approximately 18,000 individuals (primarily women).

BOARD OF SUPERVISORS
BUDGET ANALYST

Grant Budget:	<u>Personnel</u>		
	Nurse Practitioner		
	(5.0 FTE for 3 years)	\$365,000	
	Fringe Benefits	<u>135,000</u>	
	Subtotal		\$500,000
	<u>Operating Expenses</u>		
	Materials and Supplies	\$40,000	
	Travel	<u>9,000</u>	
	Subtotal		49,000
	<u>Contractual</u>		
	Cytology and Pharmacy Services		
	(for 3 years)		140,633 *
	<u>Indirect Costs</u>		<u>5,000</u>
	Total		\$694,633

* The DPH currently contracts with DSA Medical Services for the provision of cytology services and Pharmedix Inc. for the provision of pharmacy services. DSA Medical Services is a WBE firm. Pharmedix Inc. is neither a MBE or WBE firm. Mr. Stephen Purser, of the DPH, reports that the Department issues a request for bids on an annual basis for these contract services. DSA Medical Services contract amount for FY 1989-90 is \$35,000. Pharmedix's contract amount for FY 1989-90 is \$25,000.

Local Match: None

Recommendation: Approve the proposed resolution.

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Governmental Operations Committee
February 20, 1990 Governmental Operations Committee Meeting

Item 12 - File 146-90-13

Department: Department of Public Health (DPH), Division of Mental Health, Substance Abuse and Forensic Services (DMSF)

Item: Resolution authorizing the Department of Public Health to apply for, accept and expend a new Federal grant.

Amount of Grant: \$954,367

Source of Grant: Federal Emergency Management Agency (FEMA)

Grant Period: January 17, 1990 through October 17, 1990

Project: San Francisco Afterquake Project

Project Description: The proposed grant funds would be used to provide mental health crisis counseling and intervention to individuals who have suffered a loss, such as the death of a family member, injury, loss of property, or loss of a job as a result of the October 17, 1989 earthquake. The target population would include children, adolescents, adults and geriatric clients, who have suffered psychological distress as a result of the earthquake. The funds would also be used to provide training programs on stress and disaster related issues to community agencies that provide earthquake related intervention services to San Francisco residents. The DPH would be primarily responsible for the administration, coordination, and training components of the program. The Department would also provide some outreach services. The DPH would subcontract with community agencies for the provision of direct counseling, intervention and outreach services to eligible clients.

No. of Persons To be Served: Approximately 8,356 individuals

Grant Budget: Personnel

Health Program Coordinator III	(1 FTE)	\$30,807
Director, Adult Community Services	(.1 FTE)	5,975
Training Administrator	(.25 FTE)	8,561
Disaster Planner and Trainer	(.5 FTE)	19,000
Mental Health Educator	(.5 FTE)	17,550
Senior Clerk Typist	(1.25 FTE)	21,915
Fringe Benefits		<u>29,826</u>
Subtotal Personnel	3.6 FTE	\$133,634

BOARD OF SUPERVISORS
BUDGET ANALYST

<u>Materials and Supplies</u>		\$20,000
<u>Administration</u>		28,562
<u>Contractual</u>		
Children's Council	(.5 FTE)	\$ 28,704
Swords to Plowshares	(.5 FTE)	11,655
Catholic Charities	(2.5 FTE)	78,353
Children's Hospital		
Geriatric	(2 FTE)	68,132
Children's (1733 consulting/hrs)		110,368
Family Service Agency	(1.5 FTE)	228,379
Episcopal Sanctuary	(2 FTE)	62,955
Bayview Hunters Point		
Foundation	(2 FTE)	39,912
San Francisco Unified School		
District	(.5 FTE)	8,790
Employee Assistance Program	(2 FTE)	75,000
Training Consultants	<u>(1.4 FTE)</u>	<u>36,578</u>
Subtotal Contractual	14.9 FTE	748,826
<u>Indirect Costs</u>		<u>23,345</u>
Total		\$954,367

Comment: Ms. Linda Wang of DPH reports that, because of the short time frame of this project, and in order to maintain continuity of service to eligible clients, the Department has requested to contract with the above noted nonprofit agencies on a sole source basis. According to Ms. Wang, the Department selected these agencies based upon their work immediately following the earthquake and/or their recognized mental health expertise with certain populations (i.e., elderly, children, refugees).

Local Match: \$73,300 (In-kind Services included in DPH's FY 1989-90 budget).

Recommendation: Approve the proposed resolution.

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Governmental Operations Committee
February 20, 1990 Governmental Operations Committee Meeting

Item 13 - File 146-90-14

Department: Department of Public Health (DPH), Central Office

Item: Resolution to apply for, accept and expend a grant.

Amount: \$191,237

Source of Grant: State Emergency Medical Services Authority

Grant Period: January 2, 1990 through July 15, 1990

Project: Analysis of the Bay Area Emergency Medical Response to the October 17, 1989 Loma Prieta Earthquake.

Project Description: The proposed grant would fund a six month study of the disaster procedures used in relation to the October 17, 1989 earthquake to determine the effectiveness of the procedures in six Bay Area counties, with recommendations on how these procedures might be improved. The DPH Emergency Medical Services Agency (EMSA) would collect emergency response data concerning the earthquake from San Francisco, Alameda, San Mateo and Santa Clara Counties. This effort would be coordinated with a Santa Cruz-based project which will include data collected from Santa Cruz and San Benito Counties.

Findings from these two studies would be used to plan for future Disaster Emergency Medical Response efforts in the City and to help the State Office of Emergency Services to coordinate regional disaster response.

Project Budget:

FTE

Civil Service Temporary Salaries

Physician Director	1.0	\$35,246	
Registered Nurses	1.7	43,103	
Paramedics	1.7	36,456	
Clerk	<u>0.5</u>	<u>6,151</u>	
Subtotal Salaries	4.9		\$120,956

Contractual Salaries

Kaiser Foundation Research Institute	
Clerical Staff to assist in data	
collection of earthquake-related	
injuries treated by Kaiser System	
Hospitals.	20,000

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Governmental Operations Committee
February 20, 1990 Governmental Operations Committee Meeting

Computer Equipment

Hardware:

Compaq Desktop PC	\$3,250	
1.44 Mb Floppy Drive	190	
Math Co-processor	299	
Compaq Color Monitor	485	
Irwin Internal Tape Backup	499	
Microsoft Mouse	105	
Everex Internal Modem	160	
Trip Lite Backup Power Supply	299	
NEC Laser Printer	3,199	
Carrying Case	75	
Cabling and magnetic media	150	
Compaq Laptop PC	3,729	
Sales Tax	<u>840</u>	
Subtotal Hardware		\$13,280

Software:

MapInfo-map application	750	
MapInfo GIS Files - maps	2,250	
MapInfo Training	1,440 *	
Foxbase + for PC	350	
Foxgraph	375	
Fox Software Manual	100	
Freelance Plus Graphics	395	
Norton Utilities	65	
Sales Tax	<u>290</u>	
Subtotal Software		6,015
Subtotal Computer Equipment		\$19,295

* Not subject to Sales Tax

Travel

Mileage (2000 miles x \$0.25/mile)	500	
Meals (20 meals x \$15/meal)	300	
Lodging (10 nights x \$100/night)	1,000	
Airfare for volunteer consultants and to one national conference	3,200	
Conference fees	<u>295</u>	
Subtotal Travel		5,295

Other Operating Expenses

Federal Express	100	
Fax Services	50	
Reproduction	500	
Tape/tape recorder	250	
Transcriber Services	<u>600</u>	
Subtotal Other Operating Expenses		1,500

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Governmental Operations Committee
February 20, 1990 Governmental Operations Committee Meeting

<u>Indirect Costs</u> (20% of Personnel)	<u>\$ 24,191</u>
Total Grant Budget	\$191,237
EMSA In-kind Services Included in the DPH - FY 1989-90 Budget (Registered Nurse \$24.38/hr. x 32 hrs./wk. x 26 wks.)	<u>20,284</u>
Total Project Budget	\$211,521

Required Match: None (In-kind services of \$20,284, above, are not required)

Indirect Costs: 20 percent of Personnel

Comments:

1. According to Ms. Abbie Wiley of EMSA, each of the proposed computer hardware items, except the Laptop PC, would be used to upgrade existing EMSA computer hardware. Ms. Wiley indicates that the State will require the EMSA to present the findings of this study at a national conference. The EMSA indicates that upon completion of the six-month study, EMSA would use the equipment for future emergency medical services studies. As of the writing of this report, the proposed \$19,295 for Computer Hardware and Software Equipment has not been recommended for approval by the Electronic Information Processing Steering Committee (EIPSC), and therefore, should be reserved pending EIPSC approval.
2. The proposed grant budget does not include Mandatory Fringe Benefits for the Civil Service positions because the positions are temporary, as needed positions, which do not receive Mandatory Fringe Benefits.

Recommendation: Amend the proposed legislation to reserve \$19,295 for Computer Hardware and Software Equipment pending EIPSC approval, and approve as amended.

BOARD OF SUPERVISORS
BUDGET ANALYST

Item 14 - File 146-90-15

Department: Department of Public Health (DPH), Central Administration

Item: Resolution authorizing the Department of Public Health to apply for, accept and expend a State allocation.

Amount of Allocation: Up to \$2,500,000

Source of Funds: Federal State Legalization Impact Assistance Grant (SLIAG) funds provided through the State Department of Health Services Legalized Indigent Medical Assistance (LIMA) Program.

Term of Allocation: July 1, 1989 through June 30, 1990

Description: The proposed State allocation of LIMA funds would reimburse the City for the provision of Medically Indigent Adult (MIA) program health care services to persons who are eligible for aid pursuant to Welfare Institutions Code Section 1700 and who are legalized aliens under the provisions of the Immigration Reform and Control Act of 1986 (IRCA). FY 1989-90 is the third year of this five year program.

The State would allocate LIMA funds to reimburse the City for the provision of primary care services to eligible medically indigent legalized aliens based on quarterly cost reports to be submitted by DPH. Reimbursable costs include health care services which are not covered by Medi-Cal such as non-emergency services or non-pregnancy related services. The primary care services are largely provided through San Francisco General Hospital.

Comments: 1. According to the DPH, the proposed legislation should not include the clause authorizing DPH to apply for the funds, because State allocations, in contrast to State grants, do not require such authorization. Therefore, the legislation should be amended to delete the reference to apply for a State allocation.

2. The DPH reports that the projected allocation amount of up to \$2,500,000 for the period July 1, 1989 through June 30, 1990 is based on actual reimbursable costs of \$1,172,215 for primary care services to legalized aliens for the prior six month period from June of 1988 to December of 1988. For FY 1989-90, the DPH had budgeted \$1,986,178 for

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Governmental Operations Committee
February 20, 1990 Governmental Operations Committee Meeting

LIMA revenues. DPH reports that any monies received in excess of the budgeted LIMA revenues of \$1,986,178 would accrue to the General Fund.

Recommendation: Amend the proposed legislation to delete the reference to apply for a State allocation, and approve the legislation as amended.

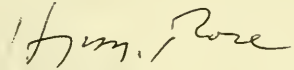
BOARD OF SUPERVISORS
BUDGET ANALYST

Item 15 - File 193-90-2

- Department:** Recreation and Park Department (RPD)
- Item:** Ordinance to approve a permit for continuing the operation of a neighborhood recycling center at the Southwest corner of Kezar Stadium located at the corner of Arguello Boulevard and Frederick Street.
- Description:** The Haight Ashbury Neighborhood Council (HANC) has operated a recycling center on City property at the corner of Arguello Boulevard and Frederick Street for over five years. The Board of Supervisors noted during its review of the 1989-90 budget that HANC was not paying any rent to the City for use of this City property and requested that RPD formalize HANC's permit to use the space by including a rent provision.
- The proposed ordinance would approve a one-year permit to HANC for 1989-90 to use the City property in consideration for HANC's offer to give the City a \$3,000 cash "gift" with the stipulation that the \$3,000 will be used to partially fund the budgets of the RPD's Grattan Playground, the Panhandle Playground, the Children's Playground and the Sharon Building.
- Comment:** Mr. Ernie Prindle of RPD states that RPD is not entering into a regular rental agreement because HANC has not paid rent in previous years and, for this first year, HANC claims that their profits are not sufficient to pay regular rent. RPD will monitor and audit HANC's records and books of accounts throughout the first year in order to assess the possibility of using other rent mechanisms for future years (such as rent as a percentage of gross revenues).

BOARD OF SUPERVISORS
BUDGET ANALYST

Recommendation: Approval of the proposed ordinance is a policy matter for the Board of Supervisors.



Harvey M. Rose

cc: Supervisor Gonzalez
Supervisor Hsieh
Supervisor Alioto
President Britt
Supervisor Hallinan
Supervisor Hongisto
Supervisor Kennedy
Supervisor Maher
Supervisor Nelder
Supervisor Walker
Supervisor Ward
Clerk of the Board
Chief Administrative Officer
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Carol Wilkins
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BOARD OF SUPERVISORS
BUDGET ANALYST

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Continued From

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CALENDAR
RESCHEDULED MEETING OF
GOVERNMENTAL OPERATIONS COMMITTEE
BOARD OF SUPERVISORS
CITY AND COUNTY OF SAN FRANCISCO

TUESDAY, FEBRUARY 20, 1990 - 10:00 A.M.

ROOM 228, CITY HALL

PRESENT: SUPERVISORS GONZALEZ, HSIEH, ALIOTO

CLERK: GAIL JOHNSON

1. File 154-89-3. [Public Employees' Retirement Contract]
Resolution of intention to approve an amendment to the contract between the Board of Administration of the Public Employees Retirement System and the Board of Supervisors of the City and County of San Francisco regarding Probation Officers and Juvenile Hall Counselors; companion measure to File 154-89-3.1. (Mayor)
(Continued from 2/12/90)

ACTION: Hearing held. Continued to Call of the Chair.

2. File 154-89-3.1. [Contract Amendment] Ordinance authorizing an amendment to the contract between the Board of Administration of the California Public Employees' Retirement System and the City and County of San Francisco relating to retirement benefits for certain City employees (Probation Officers and Juvenile Hall Counselors); companion measure to File 154-89-3. (Mayor)
(Continued from 2/12/90)

ACTION: Hearing held. Continued to Call of the Chair.

3. File 97-89-39. [Ratifying Civil Service Rule 22 Amendment] Ordinance amending Administrative Code, by amending Section 16.17, providing for the ratification of an amendment to Civil Service Rule 22, Leaves of Absence, allowing registered nurses to agree by a Memorandum of Understanding to earn and use sick leave pay at a rate of one and one-half times the normal rate. (Civil Service Commission)

ACTION: Recommended.

4. File 103-90-1. [Nurses' Vacation Benefits] Ordinance amending Ordinance No. 15-89, uncodified, providing for the award of vacation benefits at one and one-half times the ordinary rate for Class 2320 Registered Nurses who work an extraordinary schedule, by allowing the City and these nurses to agree by a Memorandum of Understanding to provide for these vacation benefits, and by extending the automatic termination date of this special provision to April 30, 1992. (Department of Public Health)

ACTION: Recommended.

5. File 68-90-2. [Grant - Federal Funds] Resolution authorizing the Mayor's Office of Business and Economic Development to apply for, accept and expend a grant from the Federal Economic Development Administration in an amount up to \$50,000 for a program to retain employment in San Francisco threatened by severe economic dislocation caused by the earthquake of October 17, 1989. (Supervisor Gonzalez)

ACTION: Amended on line 3, by deleting "and expend" and by inserting "and" following "for". Further amended on line 22, by deleting "and expend" and by inserting "and" following "for". Recommended as amended. New title: "Authorizing the Mayor's Office of Business and Economic Development to apply for and accept a grant from the Federal Economic Development Administration in an amount up to \$50,000 for a program to retain employment in San Francisco threatened by severe economic dislocation caused by the earthquake of October 17, 1989." (TO BOARD AS A COMMITTEE REPORT FOR CONSIDERATION ON FEBRUARY 20, 1990.)

6. File 85-90-1. [State Agreement] Resolution authorizing the Director of Public Works and the Chief Administrative Officer to enter into a cooperative agreement with the State of California Department of Transportation for performing materials sampling and testing services on State highway property. (Department of Public Works)

ACTION: Recommended.

7. File 89-90-2. [State Disability Insurance] Resolution authorizing enrollment of Classifications 2496 Radiology Supervisor and 2498 Radiology Director in the State Disability Insurance Program. (Mayor's Office of Employee Relations Division)

ACTION: Recommended.

8. File 146-90-9. [Grant - Federal Funds] Resolution authorizing the Department of Public Health, Community Public Health Services, Forensic Youth Services (YGC) as a sub-grantee in collaboration with Larkin Street Services, as prime grantee, to accept and expend a grant from the Department of Health and Human Services, Office of Human Development Services, Administration for Children, Youth and Families in the amount of \$42,500, for the provision of health and substance abuse services to homeless youth. (Mayor)

ACTION: Recommended.

9. File 146-90-10. [Gift - Private Funds] Resolution authorizing the Department of Public Health, Central Administration, to accept and expend a gift of \$163,000 from the University of California, San Francisco for partial construction of the AIDS Research Center at San Francisco General Hospital. (Mayor)

ACTION: Amendment of the Whole adopted. Recommended as amended. New title: "Approving the negative declaration and authorizing the Department of Public Health, Central Administration, to accept and expend a gift of \$163,000 from the University of California, San Francisco for partial construction of the AIDS Research Center at San Francisco General Hospital."

10. File 146-90-11. [Grant - State Funds] Resolution authorizing the Department of Public Health, Community Substance Abuse Services, to accept and expend the augmentation of a grant up to the amount of \$70,397 from the State of California, Department of Alcohol and Drug Programs for the School/Community Primary Prevention Program, State Contract No. D-0020-8 for the term extension of November 1, 1989 through June 30, 1990. (Mayor)

ACTION: Recommended.

11. File 146-90-12. [Family Planning Grant - State Funds] Resolution rescinding Resolution Nos. 541-88 and 931-88, and authorizing the Department of Public Health, Community Public Health Services, Family Health, to apply for, accept and expend a grant from the California Department of Health Services/Office of Family Planning Contract No. 88-93976, A-1, in the amount of \$694,633 for family planning services, for a grant period of July 1, 1988 to June 30, 1991, and making grant funds subject to appropriation by the Board of Supervisors. (Mayor)

ACTION: Recommended.

12. File 146-90-13. [Grant - Federal Funds] Resolution authorizing the Department of Public Health, Division of Mental Health, Substance Abuse and Forensic Services, to apply for, accept and expend a grant of \$954,367 from the Federal Emergency Management Agency. (Mayor)

ACTION: Recommended

13. File 146-90-14. [Grant - State Funds] Resolution authorizing the Department of Public Health, Central Administration, Emergency Medical Services Agency, to apply for, accept and expend a grant of \$191,237 from the State Emergency Medical Services Authority, for an analysis of the Bay Area Emergency Medical Response to the 1989 Loma Prieta Earthquake. (Mayor)

ACTION: Amended on line 6, following "earthquake", by inserting "placing \$19,295 on reserve". Further amended on line 13 by adding Further Resolved clause as follows:

"FURTHER RESOLVED, That funds totaling \$19,295, for computer hardware and software equipment, be reserved pending approval by the Electronic Information Processing Steering Committee (EIPSC) and to be released by the appropriate committee of the Board of Supervisors."

Recommended as amended. New title: "Authorizing the Department of Public Health, Central Administration, Emergency Medical Services Agency, to apply for, accept and expend a grant of \$191,237 from the State Emergency Medical Services Authority, for an analysis of the Bay Area Emergency Medical Response to the 1989 Loma Prieta Earthquake; placing \$19,295 on reserve."

14. File 146-90-15. [Grant - State Funds] Resolution authorizing the Department of Public Health, Central Administration, MIA Program, to apply for, accept and expend the Fiscal Year 1989-90 allocation of up to \$2,500,000 from the State Department of Health Services for Legalized Indigent Medical Assistance (LIMA) funds under the Immigration Reform and Control Act (IRCA). (Mayor)

ACTION: Amended on lines 4 and 20 by deleting "apply for". Recommended as amended. New title: "Authorizing the Department of Public Health, Central Administration, MIA Program, to accept and expend the Fiscal Year 1989-90 allocation of up to \$2,500,000 from the State Department of Health Services for Legalized Indigent Medical Assistance (LIMA) funds under the Immigration Reform and Control Act (IRCA)."

15. File 193-90-2. [Recycling Center Permit] Ordinance approving a permit for continuation of operating a neighborhood recycling center outside of Kezar Stadium Press Parking Area at the corner of Arguello Boulevard and Frederick Street, San Francisco, California. (Recreation and Park Department)

ACTION: Recommended.

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CITY AND COUNTY



OF SAN FRANCISCO

Public Library, Documents Dept.
ATTN: Gerry Roth

BOARD OF SUPERVISORS

BUDGET ANALYST

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SAN FRANCISCO, CALIFORNIA 94102 • TELEPHONE (415) 554-7642

February 22, 1990

DOCUMENTS DEPT.

TO: Governmental Operations Committee

FEB 26 1990

FROM: Budget Analyst

SAN FRANCISCO
PUBLIC LIBRARY

SUBJECT: February 26, 1990 Governmental Operations Committee Meeting

Item 1 - File 64-90-4

Departments: Department of Public Works
Real Estate

Item: Resolution authorizing a new sublease of real property

Location: 1170 Market Street, entire 7th floor

Purpose of Sublease: Office space for the Personnel Administration Division and the Computer Services Division of the Department of Public Works

Sublessor: The Pacific Gas & Electric Company (PG&E) currently leases the property at 1170 Market Street. Therefore, the City would be a sublessee of PG&E.

Number of sq. ft. and Cost/Month: Approximately 4,700 sq. ft. @ \$1.17/sq. ft. = \$5,483.33/Month

Annual Cost: \$65,800

% Increase over most Recent Lease: The DPW is currently occupying office space at City Hall at no cost.

Utilities and Janitor

Provided by Sublessee: Yes

Source of Funds: Departmental Overhead and Administrative Funds included in DPW's 1989-90 budget.

Term of Sublease: The sublease would commence on the date that the sublease is authorized by the Board of Supervisors and end June 30, 1990.

Right of Renewal: The City would have the right to four (4) one-year options to extend the term of the sublease, commencing July 1, 1990, plus a final option for the period July 1, 1994 through February 27, 1995.

Comments: 1. The DPW's Personnel Administration Division, consisting of 15 employees, is currently occupying space in Rooms 255 and 259 at City Hall. Room 255 (approximately 1,100 sq. ft.) which is occupied by 10 of the 15 employees, is now required by the Clerk of the Board of Supervisors to house six new staff. Mr. John Taylor, Clerk of the Board, anticipates that four of the six new staff would be hired by approximately April 15, 1990, thus office space would need to be available on that date.

2. The DPW's Computer Services Division has a current budgeted staff of 17 employees, (two positions are vacant). Eleven of the 15 filled positions occupy space in Room 368C (approximately 364 sq. ft.), and a portion of Room 253 (approximately 200 sq. ft.) at City Hall. The remaining four filled positions, along with a large assortment of office furniture and equipment (i.e., files, storage cabinets, computer and data processing equipment), occupy space in the hallway adjacent to Room 368C. Mr. Gerald Costanzo of DPW advises that while the Department has not been formally cited by the Fire Department, the Fire Marshal has expressed serious concerns regarding a potential fire hazard in connection with the large quantity of office furniture and equipment in the hallway. In addition, the DPW employees' union has registered complaints regarding the disruptive environment of the hallway area in which the four employees must perform their work.

BOARD OF SUPERVISORS
BUDGET ANALYST

3. According to Mr. Costanzo, in order to alleviate the overcrowding in the Computer Services Division, the DPW is proposing to relocate 11 employees to the new location at 1170 Market Street. In addition to these 11 employees, the two vacant positions that are in the process of being filled would also be housed at the new location. Four employees, would remain at City Hall in Rooms 368C and 253 in order to be near DPW's mainframe computer. The additional space made available in these two rooms by the relocation of the 11 employees to 1170 Market St. would be used to house the majority of the office furniture and equipment currently located in the hallway adjacent to Room 368C. This would result in no employees or furniture and equipment being located in the hallway.

4. Mr. Phil Aissen of the Real Estate Department reports that, in order for the proposed office space at 1170 Market Street to be suitable for use by the DPW, certain alterations would be required (i.e., installation of security equipment, electrical work, sealing off doors and creating new doors). The cost of these alterations is estimated to be approximately \$20,000, of which \$10,000 would be paid by Pacific Gas and Electric Company and \$10,000 would be paid by DPW from the Department's 1989-90 budgeted Overhead and Administrative Funds.

5. Mr. Aissen reports that the proposed monthly rental of \$5,483.33 represents the fair market rental of the space proposed to be leased.

Recommendation: Approve the proposed resolution.

BOARD OF SUPERVISORS
BUDGET ANALYST

Item 3 - File 146-90-17

Department: Department of Public Health (DPH)
Community Substance Abuse Services (CSAS)

Item: Resolution authorizing the Department of Public Health to accept and expend a continuation State grant subvention.

Amount: Up to \$40,479

Source of Funds: State of California, Department of Alcohol and Drug Programs

Term: July 1, 1989 through June 30, 1990

Description: The proposed grant subvention funds would be used to provide vocational rehabilitation services, including referral and counseling services, to residents of San Francisco who are alcohol abusers involved in alcohol treatment programs funded by CSAS. The State mandates that these services be provided to San Francisco residents that are identified by CSAS as recovering alcoholics. The City contracts with the State Department of Rehabilitation for the provision of these rehabilitation services for CSAS clients.

The total program cost for the vocational rehabilitation services provided by the State Department of Rehabilitation is \$201,068. Seventy-eight percent or \$156,833 of this program cost is paid directly by the State Department of Rehabilitation and twenty-two percent or \$44,235 is paid by the City. Of the \$44,235 paid by the City, \$40,479 would come from the State Department of Alcohol and Drug Programs grant subvention (subject of this report) and the remaining \$3,756 would come from funds appropriated in DPH's 1989-90 budget. The \$3,756 represents the required City's match to the State grant subvention.

No. of Persons to be Served: Approximately 285

BOARD OF SUPERVISORS
BUDGET ANALYST

Memo to Governmental Operations Committee
February 26, 1990 Governmental Operations Committee Meeting

Project Budget:

Contractual

Personnel (2.94 FTE)	\$114,168
Operating Expenses	70,086
Overhead	<u>16,814</u>
Total	\$201,068 *

* State Department of Rehabilitation Share - \$156,833 (78%)
City's Share - \$44,235 (22%)

Comment:

The proposed State grant subvention is a direct allocation of State funds. Therefore, an application for this grant subvention is not needed.

Recommendation:

Approve the proposed resolution.

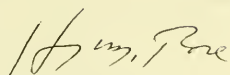
BOARD OF SUPERVISORS
BUDGET ANALYST

Item 4 - File 199-90-1

- Departments:** Department of Public Works (DPW)
Municipal Railway (MUNI)
Real Estate Department
- Item:** The proposed resolution would transfer from the Department of Public Works to MUNI a portion of vacated former Alabama Street for use in conjunction with the William H. Scott Maintenance Facility and to adopt findings pursuant to City Planning Code Section 101.1.
- Description:** The Board of Supervisors approved in March of 1989 an ordinance authorizing the vacation of a portion of Alabama Street west of Treat Avenue (File 188-88-55.1). The proposed resolution would authorize jurisdictional transfer of the approximately 1,550 sq. ft. vacated parcel from DPW to the Public Utilities Commission - MUNI (see attached map). MUNI would use the vacated parcel in conjunction with the operation of the 205-space parking William H. Scott maintenance facility. The four-story facility, which was completed in November 1989, includes a storage and maintenance area on the ground floor which houses MUNI's non-revenue vehicles, including automobiles and service trucks. The upper three levels are used as garage space for MUNI employee parking.
- Comments:**
1. Mr. Jerry Levine of the Public Utilities Commission reports that the total cost of the parking maintenance facility was \$9,372,000. Mr. Levine states that the funds for the parking facility were primarily provided by Urban Mass Transportation Act (UMTA) grant funds which were approved by the Board of Supervisors in 1986 and 1988.
 2. The Department of City Planning reports that the proposed jurisdictional transfer is consistent with the eight priority policies of City Planning Code Section 101.1 and is in conformity with the Master Plan.
 3. The proposed jurisdictional transfer has been approved by both the DPW and the Real Estate Department.

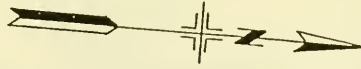
BOARD OF SUPERVISORS
BUDGET ANALYST

Recommendation: Approve the proposed resolution.


Harvey M. Rose

cc: Supervisor Gonzalez
Supervisor Hsieh
Supervisor Alioto
President Britt
Supervisor Hallinan
Supervisor Hongisto
Supervisor Kennedy
Supervisor Maher
Supervisor Nelder
Supervisor Walker
Supervisor Ward
Clerk of the Board
Chief Administrative Officer
Controller
Carol Wilkins
Stacy Becker
Ted Lakey

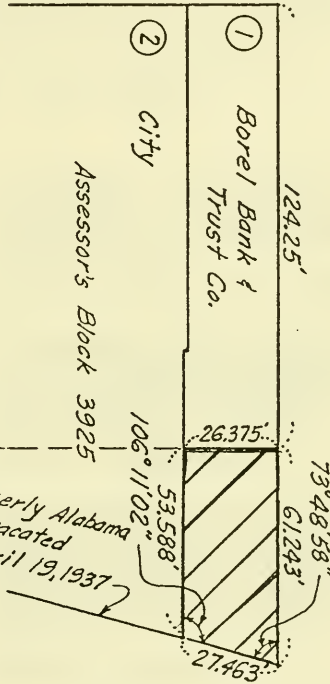
EXHIBIT A



HARRISON ST.

ALAMEDA ST.

Formerly Alabama St.
vacated June 25, 1862



TREAT AVE.

LEGEND

- Street area proposed to be vacated TRANSFERRED
- Assessor's lot number

BY	DATE	CITY AND COUNTY OF SAN FRANCISCO DEPARTMENT OF PUBLIC WORKS - BUREAU OF ENGINEERING PROPOSED VACATION OF A PORTION OF ALABAMA ST. WESTERLY OF TREAT AVE.
DR.	TTC	
TR.		
CK.	E.D. 5.18.88	
APP.		
APPROVED	SCALE 1"=40'	FILE
SHEET 1		CHARGE

90,32
1
/26/90

C A L E N D A R
MEETING OF
GOVERNMENTAL OPERATIONS COMMITTEE
BOARD OF SUPERVISORS
CITY AND COUNTY OF SAN FRANCISCO

DOCUMENTS DEPT.

FEB 28 1990

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MONDAY, FEBRUARY 26, 1990 - 10:00 A.M. ROOM 228, CITY HALL

PRESENT: SUPERVISORS HSIEH AND ALIOTO

ABSENT: SUPERVISOR GONZALEZ

CLERK: GAIL JOHNSON

1. File 64-90-4. [New Sublease of Real Property] Resolution authorizing a new sublease of real property at 1170 Market Street for the Department of Public Works. (Real Estate Department)

ACTION: Hearing held. Continued to Call of the Chair.

2. File 93-90-4. [Memorandum of Understanding] Resolution ratifying Memorandum of Understanding with Freight Checkers, Clerical Employees and Helpers, Local 856 (Supervising Registered Nurses, Unit 11.B). (Office of the Mayor's Employee Relations Division)

ACTION: Recommended.

3. File 146-90-17. [Grant - State Funds] Resolution authorizing the Department of Public Health, Substance Abuse Services, to accept and expend a grant subvention up to the amount of \$40,479 from the State of California, Department of Alcohol and Drug programs for vocational rehabilitation services for the term July 1, 1989 through June 30, 1990. (Mayor)

ACTION: Recommended.

4. File 199-90-1. [Jurisdictional Transfer] Resolution transferring jurisdiction from the Department of Public Works to the Municipal Railway Department of a portion of vacated former Alabama Street for use in conjunction with the William H. Scott Maintenance Facility; and adopting findings pursuant to City Planning Code Section 101.1. (Real Estate Department)

ACTION: Recommended.

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